ALL TOGETHER NEW MEXICO

COVID-SAFE PRACTICES FOR INDIVIDUALS AND EMPLOYERS

OCTOBER 22, 2020

TABLE OF CONTENTS

Letter from Governor Michelle Lujan Grisham . . . . . **Page 3**
Living in a COVID-Positive New Mexico . . . . . **Page 4**
The Social Contract . . . . . Page 4
Governor's Economic Recovery Council . . . . . Page 5
Compliance with COVID-Safe Practices . . . . . **Page 6**
COVID-Safe Practices for all New Mexicans . . . . . **Page 7**
Special Guidelines for Vulnerable Individuals . . . . . Page 8
COVID-Safe Practices for All Employers . . . . . **Page 9**
Retail . . . . . Page 11
Restaurants . . . . . Page 12
Office & Call Centers . . . . . Page 16
Grocery Stores & Farmers' Markets . . . . . Page 17
Youth Sports and Programs . . . . . Page 19
Intercollegiate Sports . . . . . Page 23
Professional Sports . . . . . Page 27
Manufacturing, Warehouse & Food Production . . . . . Page 31
Hotels, Resorts & Lodging . . . . . Page 32
Golf Course . . . . . Page 35
Tour Operators . . . . . Page 37
Houses of Worship . . . . . Page 39
Farms, Ranches & Dairy Producers and Processors . . . . . Page 41
Veterinarians & Animal Care Facilities . . . . . Page 43
Construction & Field Operations . . . . . Page 46
Automobile Dealerships & Services . . . . . Page 48
Salons, Spas, Tattoo Parlors & Related Services . . . . . Page 50
Gyms . . . . . Page 52
Drive-In Events . . . . . Page 54
Museums and Cultural Institutions . . . . . Page 56
Youth Livestock Shows . . . . . Page 58
Agritourism Establishments . . . . . Page 60
Ski Areas . . . . . Page 62
Medical Providers, Childcare Centers & Other Industries . . . . . Page 65
Appendix . . . . . **Page 66**
Policies for the Prevention and Control of COVID-19 in New Mexico . . . . . Page 67
CDC: Cleaning & Disinfection for Community Facilities . . . . . Page 91

MESSAGE FROM
GOV. MICHELLE LUJAN GRISHAM

Dear New Mexico,

The unprecedented public health emergency caused by the novel Coronavirus has created tremendous challenges for all New Mexicans, but most of all for those who have lost a family member to the terrible disease we now know as COVID-19. We hold these New Mexicans in our thoughts and prayers and we stand in solidarity with them.

Nearly all of us have been affected in other ways. Sheltering in place has made it harder to stay connected. Families who have lost income struggle to meet their basic needs. Home-grown businesses are reeling and, in some cases, closing permanently.

I want to thank those of you who understand the 'why' behind all the difficult decisions we've made—that we need to protect our neighbors, our courageous health care workers and first responders and of course the most vulnerable among us—our parents and grandparents who sacrificed so much for us.

As we carefully move forward and get back to work, we will continue to balance the need for a strong, thriving economy with the hard realities imposed on us by this virus. Science will continue to guide our decision-making.

It will be up to all New Mexicans working together to make the coming months successful by learning how to live in a COVID-positive world. Until a vaccine is discovered and most of the global population is vaccinated, which is not anticipated to occur for another 12-18 months, life and work will be very different. Masks will be the norm. Large gatherings of hundreds of people to attend a concert or celebrate a community event will simply not be possible. And workplaces will be transformed, with teleworking the standard wherever possible, and on-premise work tightly restricted to minimize in-person interactions and the risk of transmission. The requirements and best practices you'll find in this report are a first step toward that new workplace environment that we must build together.

Sincerely,

Michelle Lujan Grisham

Governor Michelle Lujan Grisham

LIVING IN A COVID-POSITIVE NEW MEXICO

THE SOCIAL CONTRACT

As New Mexico gradually returns to the new normal of living in a COVID-positive world, every one of us must accept the responsibility to protect ourselves, our families, our neighbors and especially the most vulnerable in our communities. In some ways, this will be even harder than sheltering in place.

To get New Mexico moving again, and keep it moving, we must do our part. That means:

Be Responsible. Wear a face covering when you are around other people. Stay 6 feet away from anyone not in your own household. Wash your hands – a lot. Cover your cough or sneeze.

Be Patient. Access to your favorite businesses and recreation will be limited. It may take you longer than usual to get an appointment with your doctor, salon and other service providers.

Be Prepared. Plan and call ahead. Don't leave the house without your face covering and hand sanitizer.

Be Educated. Know what it takes to keep you and others safe. Visit cv.nmhealth.org for expert guidance.

STAY HOME. If you do not need to go out, don't. Every outing creates risk for your family and your community.

Once we meet the public health milestones that allow the state to gradually reopen, workplaces will have to abide by guidelines from the federal Centers for Disease Control and Prevention and OSHA, as well as the New Mexico COVID-Safe Practices in this document in order to open and remain open.

LIVING IN A COVID-POSITIVE NEW MEXICO

ABOUT THE ECONOMIC RECOVERY COUNCIL

In mid-April, Gov. Michelle Lujan Grisham reached out to 15 business and labor leaders from different industries around the state to advise her on how to safely reopen New Mexico for business and recreation. The group worked closely with the Governor's Medical Advisory Team and with subcommittees composed of representatives from about two dozen industries.

A message from Co-Chairs Brian Moore and Christina Campos:

> *We heard from business owners and ordinary New Mexicans from all over the state. Some urged us to move quickly; others implored us to be cautious. Many had thoughtful ideas of how to move forward safely.*
>
> *The practices laid out in this report represent the hard work of dozens of people from the private sector and state government. The standards they came up with are rigorous and practical. If we all do our part and abide by this new way of living and doing business, we'll be able to move forward safely together.*

MEMBERS OF THE ECONOMIC RECOVERY COUNCIL

Christina Campos, Co-Chair - *Guadalupe County Hospital*

Brian Moore, Co-Chair - *Ranch Market*

Allen Affeldt - *Historic Plaza Hotel*

Vince Alvarado - *New Mexico Federation of Labor/ AFL-CIO*

Mark Fidel - *RiskSense*

Staale Gjervik - *XTO Energy*

Jason Harrington - *HB Construction*

Liddie Martinez - *Enterprise Bank & Trust*

Brian O'Leary - *NBCUniversal*

Carri Phillis - *The Salt Yard; Effex Nightclub*

Jason Sandel - *Aztec Well Family of Companies*

Sally Stahmann-Solis - *Stahmann Farms*

Phoebe Suina - *High Water Mark*

Peter Trevisani - *New Mexico United*

Jeremy Turner - *Pattern Energy*

COMPLIANCE
WITH COVID-SAFE PRACTICES

The virus that causes COVID-19 will continue to spread, but it can be managed if New Mexicans work together as a team. The steps outlined in this document will help to keep New Mexicans healthy, but only if individuals and businesses actually follow them.

Voluntary adoption of COVID-safe practices will be key. Most businesses owners understand the need to keep their customers and employees safe and are already taking necessary steps.

In that spirit, the State of New Mexico is partnering with local governments to educate their citizens on safe practices and to help ensure that they are put to use.

Complaints about violations of the required COVID-safe practices or the ban on mass gatherings can be made to your local police or sheriff's department.

Violations may also be reported to covid.enforcement@state.nm.us or online at NewMexico.gov.

COVID-SAFE PRACTICES FOR ALL NEW MEXICANS

Living in a COVID-positive world requires discipline from all of us. In order for the rate of spread of COVID-19 to decrease enough for businesses to safely reopen, it is imperative that New Mexicans stay home as much as possible.

Stay Home:

- ☐ In general, stay at home: avoid unnecessary travel and always stay at home when you are sick (except for medical emergencies).
- ☐ Wash your hands frequently.
- ☐ Avoid touching your eyes, nose, and mouth with unwashed hands.
- ☐ Provide for all meetings to take place remotely whenever possible.
- ☐ Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- ☐ Clean and disinfect frequently touched objects and surfaces.
- ☐ Watch for symptoms of COVID-19:

☐ Fever	☐ Sore throat	☐ Chills
☐ Cough	☐ Headache	☐ Repeated shaking with chills
☐ Shortness of breath	☐ Muscle pain	☐ Loss of taste or smell

If You Must Go Out:

- ☐ Individuals are required to wear a face covering or mask in public spaces except when eating or drinking, or unless otherwise advised by a health care provider.
- ☐ Maintain a 6-foot distance from others.
- ☐ Avoid gatherings.
- ☐ Protect vulnerable populations by finding ways to connect without face-to-face contact.

COVID-SAFE PRACTICES FOR ALL NEW MEXICANS

SPECIAL GUIDANCE FOR VULNERABLE INDIVIDUALS

COVID-19 is a serious illness for anyone who tests positive, but can be particularly dangerous for vulnerable individuals such as older adults, individuals who live in a nursing home or long-term care facility, and individuals of any age with serious underlying medical conditions.

Vulnerable individuals should follow these additional guidelines:

- ☐ Stay at home as much as possible
- ☐ Make sure you have access to several weeks of medications, groceries and supplies in case you need to stay home for prolonged periods of time
- ☐ When you go out in public, keep away from others who are sick, wear a mask, limit close contact and wash your hands often
- ☐ Avoid crowds

If you are sick, contact the Department of Health by dialing the coronavirus hotline at 1-855-600-3453.

Additional Resources

- ☐ Centers for Disease Control and Prevention (CDC): What To Do If You Are Sick
- ☐ CDC: Caring for Someone at Home

COVID-SAFE PRACTICES FOR ALL EMPLOYERS

Our businesses leaders have shown great determination and leadership in the face of the extraordinary hardship caused by COVID-19. As the economy reopens, we are asking for your help to ensure all New Mexicans—your customers, employees, and families—take precautions to remain safe when entering a place of business. Please help us set the highest standards for living with COVID-19 by enacting these requirements and additional best practices.

Required

- ☐ Limit operations to remote work to the greatest extent possible.
- ☐ Arrange workplace to provide for 6 feet of distance between individuals wherever possible.
- ☐ Close common areas where personnel are likely to congregate wherever possible or modify them to minimize contact.
- ☐ Provide for all meetings to take place remotely whenever possible.
- ☐ Ensure all employees have face coverings or masks and wear them in the workplace at all times when in the presence of others, except when eating or drinking, or unless otherwise advised by a health care provider.
- ☐ Train all employees on daily cleaning and disinfecting protocol, hygiene, and respiratory etiquette (e.g., covering coughs).
- ☐ Make handwashing, sanitizer, and other hygiene support available to employees. **Note**: the use of gloves is not a substitute for frequent handwashing.
- ☐ Screen employees before they enter the workplace each day (verbally or with a written form or text-based or other app). Send employees home who are experiencing the following COVID-19 symptoms related to COVID-19 and direct them to obtain free testing through the Department of Health.

☐ Fever	☐ Sore throat	☐ Chills
☐ Cough	☐ Headache	☐ Repeated shaking with chills
☐ Shortness of breath	☐ Muscle pain	☐ Loss of taste or smell

- ☐ Prohibit employees with known close contact to a person who is lab-confirmed to have COVID-19 to return to work until authorized by the Department of Health.
- ☐ Minimize non-essential travel. Adhere to CDC guidelines and state orders regarding isolation following out-of-state travel.
- ☐ Adhere to all CDC and OSHA guidelines.

Best Practices

- ☐ Develop a COVID-19 communication plan and provide a forum for answering employee questions and addressing concerns.
- ☐ Appoint a COVID-Safe Practice leader or team to enact safe practices in the workplace.
- ☐ Review employee leave policies and modify as needed to ensure compliance with the Families First Coronavirus Response Act.
- ☐ Consider assigning vulnerable workers duties that minimize their contact with customers and other employees (e.g., managing inventory rather than working as a cashier, managing administrative needs through telework).
- ☐ To support contract tracing, offer all customers who visit the establishment with the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- ☐ Follow all heating, ventilation and air conditioning (HVAC) preventative maintenance as required by the manufacturer on prescribed schedules. When possible, consult with an HVAC engineer to improve ventilation and minimize the potential for worker exposure.

Additional Resources

- ☐ Occupational Safety and Health Administration (OSHA): Guidance on Preparing Workplaces for COVID-19
- ☐ CDC: Guidelines for Cleaning and Disinfection Community Facilities
- ☐ Environmental Protection Agency (EPA): List N: Disinfectants for Use Against SARS-CoV-2
- ☐ CDC Print Resources in multiple languages
- ☐ CDC Frequently Asked Questions
- ☐ CDC General Business FAQ
- ☐ COVID-19 Emergency Supply Collaborative

COVID-SAFE PRACTICES:
RETAIL

Retail establishments providing essential goods and services have remained open in limited capacities during the public health emergency, requiring their courageous employees to be on the front lines. We've learned important lessons below from these businesses and employees on how to keep safe while servicing customers, which are embodied in the requirements and best practices below.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Utilize signs, stanchions and/or floor decals to support 6-foot social distancing, including one-way aisle traffic and separate entry/exit wherever possible.
- ☐ Utilize signage to communicate occupancy limits and encourage customers to wear face coverings.
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing.
- ☐ Once every two hours (or more frequently), clean and disinfect high-touch items such as doors, fitting rooms and credit card terminals.
- ☐ Establish safety protocols to allow for contactless curbside pickup and home delivery wherever possible.

Best Practices

- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ Install large plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Offer face coverings and gloves to customers.
- ☐ Provide alternative shopping times to vulnerable individuals at higher risk of severe illness.

COVID-SAFE PRACTICES:
RESTAURANTS

Before COVID-19, restaurants and food service employees kept our restaurants clean and food safe for customers. They are doing the same now, *plus* enhanced work practices recommended by the Food and Drug Administration and the Centers for Disease Control and Prevention.

When permitted by the State's Public Health Order, restaurants will be allowed to offer dine-in service under the following requirements.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Discontinue service stations that require customers to congregate in certain areas or use common utensils/dispensers, including salad bars, buffets and beverage and coffee stations.
- ☐ Comply with state Public Health Order limitations on bar and counter seating and non-seated service; and, if otherwise permitted, ensure that six feet or more distance is maintained between customers.
- ☐ Establishments that serve alcohol must adhere to required closing time, if applicable, for per the Public Health Order.
- ☐ Reservations and private events may not exceed the mass gathering definition and limit per the Public Health Order.
- ☐ Ensure patrons are seated at all times. Activities that require standing and congregating are prohibited, including gaming areas, sports and recreational activities, dance floors, bar games, karaoke, and other such activities.
- ☐ Live performances may not be ticketed events. Performers must wear masks at all times and maintain social distancing from other performers and patrons. Patrons must remain seated. Live performances do not include karaoke, which is prohibited.
- ☐ Employees that handle items used or provided by customers must properly wash their hands or change gloves before serving another customer (e.g. tableware, cutlery, glasses, credit cards, cash, pens, etc.).
- ☐ Discontinue allowing pets, excluding service animals, inside the establishment, onto patios, into stores or other such areas.
- ☐ Clean and sanitize reusable items such as menus and condiment containers left on tables after each use. If items cannot be cleaned and sanitized after each use, offer single-use items.

- To support contract tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.

Additional Requirements for Outdoor Dining Modifications

- Expansions of outdoor service areas must be approved by the appropriate local government agency. If service includes a liquor licensed premises, complete an application for approval through the Alcohol and Beverages Control (ABC) Division, which can be found on their website (rld.state.nm.us/abc).

- The area must be open on at least three sides when in use for outdoor dining. Tent sidewalls may be added for security when the facility is not in use.

- Tents may be utilized if approved by the appropriate local government agency.

- Opening a garage door or all windows does not constitute an outdoor dining area.

- Per the Fire Code, open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet of the tent or membrane structures while open to the public unless approved by the relevant Fire Code Official.

Additional Requirements for Indoor Dining

In order to operate indoor dine-in service, restaurants must adhere to the following additional measures:

- Become New Mexico Safe Certified in Restaurants. To enroll in the program, please visit: nmsafecertified.org. Employees must be retrained within 3 calendar days of any changes to COVID-Safe Practices.

- Maintain contact tracing records for no less than 21 calendar days by recording the date and time, name(s), phone number(s) and email address(es) of all customers who dine on premises (indoor and outdoor). This information must be made available upon the request of the NM Department of Health.

- Screen all employees before they enter the workplace and send employees home who are experiencing COVID symptoms. Allow and coordinate with the New Mexico Department of Health and/or the New Mexico National Guard to test symptomatic employees.

- ☐ Screen all customers as they enter the premises utilizing a COVID questionnaire outlined below (verbally or with a written form). Customers who report COVID symptoms or answer affirmatively to any of the following questions should be denied service. Restaurants are not required to retain health screening information.
  - ☐ Have you been directly exposed to someone under investigation for, or with a confirmed case of, COVID-19 in the past 14 days?
  - ☐ Have you experienced any of the following symptoms today, unrelated to a chronic and/or pre-existing condition? (select all that apply)
    - » Fever (100.4 degrees or greater)
    - » Cough (unrelated to seasonal allergies or asthma)
    - » Shortness of Breath (unrelated to seasonal allergies or asthma)
    - » Loss of taste or smell
    - » GI symptoms (vomit, nausea or diarrhea) (unrelated to a chronic condition)
    - » Chills
    - » Shaking chills, otherwise known as rigors
    - » Headache
    - » Muscle pain
    - » Sore throat
    - » Fatigue
    - » Congestion or runny nose (unrelated to seasonal allergies)
    - » None
  - ☐ Have you been contacted by the NM Department of Health and/or placed under self-quarantine for COVID-19 for any reason?
  - ☐ Have you tested positive for COVID-19 in the past 14 days?
  - ☐ Have you traveled to another state or country in the past 14 days?
  - ☐ Have any members of your household traveled to another state or country in the past 14 days?
  - ☐ Have you, or a member of your household, traveled by sea (Domestic or International) within the past 14 days?

COVID-SAFE PRACTICES: RESTAURANTS

Best Practices

- ☐ Consider accepting customers on a reservation-only basis.
- ☐ When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.
- ☐ Provide single-use items such as plates, cutlery, and napkins to customers and do not leave them in common areas or on tables for self-service.
- ☐ Install large plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ☐ Food and Drug Administration: Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/ Delivery Services During the COVID-19 Pandemic
- ☐ New Mexico Food Establishment Reopening Checklist
- ☐ New Mexico Food Program
- ☐ New Mexico Restaurant Association

COVID-SAFE PRACTICES:
OFFICE AND CALL CENTERS

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to maximum occupancy and staffing limits per the State's Public Health Order.
- ☐ If establishment also operates a space that provides in-person services to the public, adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Utilize signs, stanchions and/or floor decals to support 6-foot social distancing, including one-way traffic and separate entry/exit wherever possible.
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing. Clean and sanitize shared workstations between shifts.
- ☐ Restrict use of communal dishware and provide single-use items in break rooms and cafeterias.

Best Practices

- ☐ Install large plexiglass sneeze guards where regular interaction is common.
- ☐ Install large dividers between workstations.
- ☐ Provide face coverings and gloves to visitors.
- ☐ For employees who cannot work entirely remotely, stagger work schedules to lower workplace density. Divide employees into static teams and arrange for each team to be in the office one week and working remotely for the following two weeks, for example. Avoid in-person interaction between teams.

Additional Resources

- ☐ CDC: Stop the Spread of Germs Poster (English and Spanish)

COVID-SAFE PRACTICES:
GROCERY STORES & FARMERS' MARKETS

Before COVID-19, grocery store and farmers' market employees kept these establishments clean and food safe for customers. They are doing the same now, *plus* enhanced work practices recommended by the Food and Drug Administration and the Centers for Disease Control.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ If food service is provided onsite, adhere to COVID-Safe Practices for Restaurants (p. 12)
- ☐ Discontinue service stations that require customers to congregate in certain areas or use common utensils/dispensers, including food samples, bulk bins, beverage stations, etc.
- ☐ Prohibit the refilling of customer-supplied, reusable containers (e.g. coffee cups and water bottles).
- ☐ Require customers who bring reusable bags to bag their own purchases.
- ☐ Clean and sanitize equipment, including pallet jacks, ladders and supply carts, between each use.
- ☐ For deliveries:
  - ☐ Temporarily suspend truck drivers from entering the sales floor unless as a customer or to use the restroom.
  - ☐ Arrange for contactless signatures for deliveries.
  - ☐ Expand store delivery times to spread out deliveries and prevent overcrowding.
  - ☐ Vendors required to enter the business must follow employee protocols for personal protective equipment and social distancing.

Additional Requirements for Farmers' Markets

- ☐ Farmers, vendors, market staff and volunteers must wear food grade gloves, with frequent changes between customers or when they become soiled or contaminated.

- ☐ Increase the numbers of hand-washing stations available within the market, along with signage to encourage customers to frequently wash their hands.
- ☐ Require farmers to bring hand-washing supplies and hand sanitizers, for frequent use within their own booth space.
- ☐ Restrict customers from touching any produce or products until after they have purchased.
- ☐ Configure stands so that customers will request products and staff will bag produce.
- ☐ Suspend cooking demonstrations and sampling.
- ☐ Suspend social programs and remove seating areas that promote customers to congregate in the market.

Best Practices

- ☐ To the maximum extent possible, pre-package produce and other such products to avoid excess handling by customers and employees.
- ☐ When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.
- ☐ Install large plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- ☐ Food and Drug Administration (FDA): Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic
- ☐ New Mexico Food Program

COVID-SAFE PRACTICES:
YOUTH SPORTS AND PROGRAMS

Required

- ☐ Establish and continue communication with local and state authorities to determine current mitigation levels in your community. Check state and local health department notices daily about transmission in the area and adjust operations accordingly.
- ☐ Follow Center for Disease Control's (CDC) Guidance for Schools and Childcare Programs.
- ☐ In-person programs and sports must be restricted to no more than 5 individuals, including coaches, staff, and parents, and limited to youth who live in the local geographic area only (within a 50-mile radius).
- ☐ Limit activities to only those that maintain 6 feet distancing. For sports activities, prohibit congregation of players during warm-up, while at rest or hydration breaks, or when entering or leaving the practice site.
- ☐ Sports activities must be restricted to conditioning and skills development. Competitive play and scrimmaging are not permitted.
- ☐ Ensure that student and staff groupings are as self-contained as possible by having the same group of children stay with the same staff. Restrict mixing children between groups.
- ☐ Inform high risk staff and children on the need for additional actions (such as not attending or having additional restrictions). This should include contact with high risk family members.
- ☐ Have adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), tissues, and no-touch trash cans.
- ☐ Post signs on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures, and properly wear a face covering. Intensify cleaning, disinfection, and ventilation.
- ☐ Clean and disinfect frequently touched surfaces at least daily (e.g., playground equipment, door handles, sink handles, drinking fountains). Doors should be kept open when possible. Restrooms require additional cleaning protocols.
- ☐ Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. Do not open windows and doors if they pose a safety or health risk (e.g., allowing pollens in or exacerbating asthma symptoms) risk to children using the facility.

- ☐ Take steps to ensure that all water systems and features (for example, drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- ☐ Provide COVID-19 testing to all staff prior to the start of the program. Retest as needed throughout the duration of the program.
- ☐ Conduct staff trainings regarding the proper use and disposal of PPE as well as COVID-19 safety and cleaning protocols before the program begins and throughout the program as needed.
- ☐ Conduct trainings for children regarding hygiene and safety protocols including proper hand washing, touching of face, covering mouth and nose when coughing/sneezing and social distancing.
- ☐ Space seating/desks to at least six feet apart.
- ☐ Masks are required for adults and children three and older in public settings, with exceptions for eating or drinking and medical requirements. The general principle is that masks are used to limit potential harm to others by helping reduce their risk of infection (and they may have a secondary benefit to the wearer as well).
- ☐ Temperatures of children and staff should be taken daily with a touchless thermometer. Individuals with elevated temperatures (above 100.4 F) or with COVID-19 related symptoms should stay home.
- ☐ Avoid field trips, inter-group events, and extracurricular activities or group gatherings greater than 6 people.
- ☐ Restrict group transportation including carpooling.
- ☐ Restrict nonessential visitors, volunteers, and activities involving outside groups.
- ☐ Close communal use spaces such as cafeterias and playgrounds. If not possible, stagger use and disinfect in between use. During meals maintain same groups of students and adults.
- ☐ Have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing of food, drinks and utensils.
- ☐ Stagger arrival and drop-off times and locations. Establish protocols to limit direct contact with parents as much as possible. Children waiting to be picked up should be kept within their small groups and kept 6 feet apart.
- ☐ Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- ☐ Ensure adequate supplies to minimize sharing of high touch materials (art supplies, sports equipment, etc.). Assign equipment to a single individual or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.

- ☐ Implement screenings safely, respectfully, as well as in accordance with any applicable privacy laws or regulations. Confidentiality should be maintained.
- ☐ School and camp administrators may use examples of screening methods in CDC's supplemental Guidance for Child Care Programs that Remain Open as a guide for screening children and CDC's General Business FAQs for screening staff.
- ☐ Plan for when a staff, child, or visitor becomes sick. Provide a child or staff member who is sick with the CDC COVID-19 handout. Advise sick staff members not to return until they have met CDC criteria to discontinue home isolation. Provide information on how to prevent infecting other family members and when their children can return.
- ☐ Children that become sick should be picked up immediately. For emergency situations, camp staff should call 911.
- ☐ If a camp staff member or child becomes sick with COVID-19, notify the NM Department of Health so they can implement contact tracing.
- ☐ Notify staff and families based on advice from the NM Department of Health for potential risk of exposure and information on the next steps.
- ☐ Individuals who test positive for COVID-19 should be retested before returning.
- ☐ Work with program administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-19 symptoms. Nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people. See the CDC's What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection.
- ☐ Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- ☐ In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, programs may consider closing for a short time (1-2 days) for cleaning and disinfection.
- ☐ Implement flexible sick leave policies and practices, if feasible.
- ☐ Develop a COVID-19 communication plan and provide a forum for staff, children and parents for answering questions and addressing concerns.
- ☐ Appoint a COVID-Safe Practice leader or team to enact safe practices in the workplace.

Additional Resources

- All Together New Mexico – COVID-19 Safe Practices Guidance
- New Mexico Department of Health COVID Hotline: 1-855-600-3453 (Available 24/7 in English and Spanish)
- State of New Mexico COVID-19 website
- New Mexico Department of Health
- Centers for Disease Control and Prevention (CDC) COVID-19 website
- Occupational Safety and Health Administration (OSHA): Guidance on Preparing Workplaces for COVID-19
- Centers for Disease Control and Prevention (CDC) Cleaning and Disinfection Guidelines: Guidelines for Cleaning and Disinfection Community Facilities
- Environmental Protection Agency (EPA): List N: Disinfectants for Use Against SARS-CoV-2
- Mask guidance for children and youth
- Other Centers for Disease Control and Prevention (CDC) Resources:
  - CDC Print Resources in multiple languages
  - CDC Frequently Asked Questions
- List of Suppliers: COVID-19 Emergency Supply Collaborative
- Frequently Asked Questions: Children and COVID-19
- Frequently Asked Questions: Summer Youth Programs

COVID-SAFE PRACTICES:
INTERCOLLEGIATE SPORTS

The following COVID-Safe Practices apply to all intercollegiate sports and collegiate sport participants, including athletes, coaches, trainers and other staff members. Universities, colleges and sports programs must also follow all applicable COVID-Safe Practices outlined in "All Together New Mexico: COVID-Safe Practices for Individuals and Employers."

Higher education institutions and New Mexico special schools must submit a plan to the Office of the Governor and the New Mexico Higher Education Department prior to practicing and participating in contest.

Requirements

- Testing
  - Colleges and universities shall regularly test athletes, coaches, trainers and staff members.
    - Athletes shall be tested no less than three (3) times per week through a PCR test and a testing plan must be sent and reviewed by the Office of the Governor and the New Mexico Higher Education Department.
    - Athletes, coaches, trainers and staff members must test no more than 24 hours prior to a game, competition or scrimmage and quarantine until they receive negative test results and must be tested by a PCR test. Individuals who receive positive test results shall not participate in contest and must isolate for at least 10 days and return when a licensed medical professional advises it is safe to do so.
    - Testing and Travel
      - Athletes and staff members must test within 48 hours and quarantine until they receive results prior to traveling out of state to play. Athletes, coaches, trainers and staff members who receive a positive result or fail to test shall not be permitted to travel.
      - Athletes and staff members must test within 48 hours upon returning to New Mexico and must quarantine until they receive test results.
    - Positive and negative test results are required to be reported to the appropriate State agencies weekly.
      - All positive and negative test results must be reported to the New Mexico Department of Health.

- Positive cases surrounding employees and contractors associated with the college, university or New Mexico special schools must be reported to the New Mexico Environment Department's Occupational Health and Safety Bureau (OSHA) and the New Mexico Higher Education Department.
- All positive and negative cases surrounding all staff and students must be reported to the New Mexico Higher Education Department.

- Practices, Trainings and Games
  - Intercollegiate practices, trainings, games, competitions and scrimmages without spectators (view "Spectators" section)
  - Masks
    - Masks shall be worn at all times (over the nose, mouth and chin) by all parties including, but not limited to, players, coaches, trainers, other relevant staff members, and visiting teams on the sidelines. Referees shall wear a mask at all times. The only exception is for players on the field of play.
    - Only athletes and relevant staff members shall be allowed to participate in practices, trainings, games, competitions, scrimmages and recovery sessions. All persons must wear a mask, indoors and outdoors, and all individuals on the sidelines, including athletes and staff, must adhere to six feet of social distancing at all times.
  - Gyms, weight rooms and recovery rooms may operate at no greater than 25% of the maximum occupancy of an enclosed space as determined by the relevant fire marshal or fire department.
  - For any practice to occur, the college, university or New Mexico special school must be located in a county with a 14-day average daily case count of fewer than eight per 100,000 and a test positivity rate of under five (5) percent. For a game, competition or scrimmage to occur, the college, university or New Mexico special school must be located and playing in a county with a 14-day average daily case count of fewer than eight per 100,000 and a test positivity rate of under five (5) percent 14 days prior to the scheduled contest. If the status of the county changes at any time during that 14-day time frame, the status of the county will be honored 14 days prior to the scheduled contest. If the county in which the college, university or New Mexico special school is located does not meet the criteria, the institution shall adhere to all the public health and executive orders including the limitations on gatherings. Please view the map on the New Mexico Department of Health's COVID-19 Dashboard for the most up-to-date status.

- Spectators
  - Spectators are not permitted at any practices, games, competitions or scrimmages. This includes, but is not limited to, recruiters, staff members not associated with the team, family members, and any member of the general public.

- Visiting Teams
  - Any team visiting New Mexico to play a game or scrimmage must immediately travel to the place of lodging upon arrival and remain there until it is time to travel to the field, arena or stadium to play.
    - All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
  - All visiting team members and staff shall receive a negative COVID-19 test result prior to arrival. This must be completed through a PCR test and must be completed with 72 hours prior to arrival or immediately upon arrival in New Mexico.
  - The New Mexico college or university must ensure that the visiting team follows all rules and protocols to ensure the health, safety and wellbeing of the public.
- COVID-Safe Practices
  - All athletic departments, teams, athletes, coaches, trainers, staff members and visiting teams shall follow all COVID-safe practices. This includes wearing a mask and maintaining six feet of social distancing at all times including in gyms, weight rooms, locker rooms, recovery rooms, etc.
  - Athletes and staff members may only leave a residence or place of lodging to receive medical care, participate in training, practices, games, competitions, scrimmages and other team functions, or attend educational programming as required by the college, university or New Mexico special school.
  - Athletes and staff members shall not participate in mass gatherings outside of practice and competitive play. This includes any and all social gatherings.
  - When traveling for away games and competitions, athletes, coaches, trainers and staff members must immediately travel to the place lodging and remain there at all times until it is time to travel to the field, arena or stadium to play.
    - All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
  - All requirements herein must be adhered to when traveling out of state for away games and competitions.

- Outbreak Policies and Procedures
  - If an outbreak occurs, the athletic program must cease operations and test all athletes, coaches, trainers, staff members and other points of contacts, as determined by contact tracing, immediately. All individuals must quarantine until they receive the test results. If an individual is COVID-19 positive, he or she must isolate per the guidance of the New Mexico Department of Health. Proper accommodations, such as housing and meals, must be provided by the athletic program to mitigate the spread of COVID-19 to other team members, roommates, coaches, trainers, staff members and the community at large.
  - An outbreak will be determined by the New Mexico Department of Health.
- Code of Conduct
  - A code of conduct shall be established and signed by school officials and/or all athletes with strict rules, protocols and procedures. Disciplinary action shall be established within the code of conduct and enforced if it is violated. A violation shall result in, but is not limited to, a suspension for the entirety of the season which also includes training, practices and other team functions.
  - The code of conduct shall be observed at all times in both on-campus and off-campus settings.
  - Coaches, trainers and staff members shall also adhere to a code of conduct.
- Regents and Governing Boards
  - Regents and Governing Boards shall review and approve all plans to ensure athletic programs, administrators, athletes, coaches, trainers and staff members fully comply with the State of New Mexico's COVID-Safe Practices for Intercollegiate Sports. Additionally, Regents and Governing Boards shall ensure compliance by all athletic departments and sports programs at the higher education institution or New Mexico special school.

COVID-SAFE PRACTICES:
PROFESSIONAL SPORTS

The following COVID-Safe Practices apply to all professional sports participants, including athletes, coaches, trainers and other staff members. Professional sports teams must also follow all applicable COVID-Safe Practices outlined in "All Together New Mexico: COVID-Safe Practices for Individuals and Employers."

The team must submit a plan to the Office of the Governor prior to practicing and participating in contest.

Requirements

- Testing
  - Teams shall regularly test athletes, coaches, trainers and staff members.
    - Athletes shall be tested no less than three (3) times per week and a testing plan must be sent and reviewed by the Office of the Governor.
    - Athletes, coaches, trainers and staff members must test no more than 24 hours prior to a game, competition or scrimmage and quarantine until they receive a negative test result and must be tested by a PCR test. Individuals who receive positive test results shall not participate in contest and must isolate for at least 10 days and return when a licensed medical professional advises it is safe to do so.
    - Testing and Travel
      - Athletes and staff members must test within 48 hours and isolate until they receive results prior to traveling out of state to play. Athletes, coaches, trainers and staff members who receive a positive result or fail to test shall not be permitted to travel.
      - Athletes and staff members must test within 48 hours upon returning to New Mexico and must isolate until they receive test results.
    - Positive and negative test results are required to be reported to the appropriate State agencies weekly.
      - All positive and negative test results must be reported to the New Mexico Department of Health.

- Positive cases surrounding employees and contractors associated with the organization must be reported to the New Mexico Environment Department's Occupational Health and Safety Bureau (OSHA).
- All positive and negative cases surrounding all staff and students must be reported to the New Mexico Department of Health.

- Practice, Trainings and Games
  - Practices, trainings, games, competitions and scrimmages without spectators (view "Spectators" section)
  - Masks
    - Masks shall be worn at all times (over the nose, mouth and chin) by all parties including, but not limited to, players, coaches, trainers, other relevant staff members, and visiting teams on the sidelines. Referees shall wear a mask at all times. The only exception is for players on the field of play.
    - Only athletes and relevant staff members shall be allowed to participate in practices, trainings, games, competitions, scrimmages and recovery sessions. All persons must wear a mask, indoors and outdoors, and all individuals on the sidelines, including athletes and staff, must adhere to six feet of social distancing at all times.
  - Gyms, weight rooms and recovery rooms may operate at no greater than 25% of the maximum occupancy of an enclosed space as determined by the relevant fire marshal or fire department.
  - For a game, competition or scrimmage to occur, the team must be located and playing in a county with a 14-day average daily case count of fewer than eight per 100,000 and a test positivity rate of under five (5) percent 14 days prior to the scheduled contest. If the status of the county changes at any time during that 14-day time frame, the status of the county will be honored 14 days prior to the scheduled contest. If the county in which the team is located does not meet the criteria, the institution shall adhere to all the public health and executive orders including the limitations on gatherings. Please view the map on the New Mexico Department of Health's COVID-19 Dashboard for the most up-to-date status.
- Spectators
  - Spectators are not permitted at any practices, games, competitions or scrimmages. This includes, but is not limited to, recruiters, staff members not associated with the team, family members, and any member of the general public.

- Visiting Teams
  - Any team visiting New Mexico to play a game or scrimmage must immediately travel to the place of lodging upon arrival and remain there until it is time to travel to the field, arena or stadium to play.
    - All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
  - All visiting team members and staff shall receive a negative COVID-19 test result prior to arrival. This must be completed through a PCR test and must be completed with 72 hours prior to arrival or immediately upon arrival in New Mexico.
  - The New Mexico team must ensure that the visiting team follows all rules and protocols to ensure the health, safety and wellbeing of the public.
- COVID-Safe Practices
  - All athletes, coaches, trainers, staff members and visiting teams shall follow all COVID-safe practices. This includes wearing a mask and maintaining six feet of social distancing at all times including in gyms, weight rooms, locker rooms, recovery rooms, etc.
  - Athletes and staff members may only leave a residence or place of lodging to receive medical care, participate in training, practices, games, competitions, scrimmages and other team functions.
  - Athletes and staff members shall not participate in mass gatherings outside of practice and competitive play. This includes any and all social gatherings.
  - When traveling for away games and competitions, athletes, coaches, trainers and staff members must immediately travel to the place lodging and remain there at all times until it is time to travel to the field, arena or stadium to play.
    - All visiting team members and staff shall have meals delivered to their rooms or place of lodging.
  - All requirements herein must be adhered to when traveling out of state for away games and competitions.

- Outbreak Policies and Procedures
  - If an outbreak occurs, the athletic program must cease operations and test all athletes, coaches, trainers, staff members and other points of contacts, as determined by contact tracing, immediately. All individuals must isolate until they receive the test results. If an individual is COVID-19 positive, he or she must self-quarantine per the guidance of the New Mexico Department of Health. Proper accommodations, such as housing and meals, must be provided by the team to mitigate the spread of COVID-19 to other team members, roommates, coaches, trainers, staff members and the community at large.
  - An outbreak will be determined by the New Mexico Department of Health.
- Code of Conduct
  - A code of conduct shall be established and signed by team management and all athletes with strict rules, protocols and procedures. Disciplinary action shall be established within the code of conduct and enforced if it is violated.
  - The code of conduct shall be observed at all times in both on-field and off-field settings.
  - Coaches, trainers and staff members shall also adhere to a code of conduct.

COVID-SAFE PRACTICES: MANUFACTURING, WAREHOUSE & FOOD PRODUCTION

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Utilize signs, stanchions and/or floor decals to support 6-foot social distancing, including one-way traffic and separate entry/exit wherever possible.
- ☐ Where arranging for 6 feet of distance between employees is not tenable, maximize distance between employees and take other steps to minimize the potential transmission by using personal protective equipment.
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing. Clean and sanitize shared workstations between shifts.
- ☐ Arrange for contactless signatures for deliveries.
- ☐ Vendors required to enter the business must follow employee protocols for personal protective equipment and social distancing.
- ☐ Restrict use of communal dishware and provide single-use items in break rooms and cafeterias.

Best Practices

- ☐ Install large plexiglass sneeze guards where regular interaction is common.
- ☐ Stagger work schedules to support social distancing, and stagger employee arrival and departure times, including lunch and break times, to avoid congregations of workers in parking areas, locker rooms, and near time clocks.
- ☐ When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.

Additional Resources

- ☐ CDC: Guidance for Cleaning Truck Cab
- ☐ CDC: Stop the Spread of Germs Poster (English and Spanish)
- ☐ New Mexico Food Program

COVID-SAFE PRACTICES:
HOTELS, RESORTS & LODGING

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Limit the allowance of multiple guests per room to "same households" only (individuals who live within the same place of residence).
- ☐ Utilize signage in front-of-house and back-of-house to communicate occupancy limits and health, hygiene and safety procedures.
- ☐ If food service is provided onsite, adhere to Required COVID-Safe Practices for Restaurants (p. 12).
    - ☐ Room service must be encouraged as a first option for guests who would like food service. Hotels must minimize contact with guests by leaving food carts at guest's door.
    - ☐ Close access to self-serve food bars.
    - ☐ Remove self-serve refreshments such as water, ice, coffee, etc. Hotel staff can provide those services upon request.
- ☐ Suspend the use of valet service.
- ☐ Pool operations must adhere to maximum occupancy limits per the Public Health Order.
- ☐ Gyms and exercise rooms shall adhere to Required COVID-Safe Practices for Gyms (p. 46)
- ☐ Discontinue use of communal hot tubs and saunas.
- ☐ Private hot tubs and saunas are required to be cleaned and disinfected after each client use.
- ☐ Provide information to guests on health, hygiene and safety procedures with guest check-in packets and/or through digital reservation confirmations.
- ☐ Directions to stairwells must be prominently displayed for guests who wish to avoid elevator usage.

- Maintenance of guest rooms:
  - Adhere to enhanced cleaning procedures outlined by the American Hotel & Lodging Association's Safe Stay Enhanced Industry-wide Hotel Cleaning Standards.
  - Remove unnecessary items such as paper, pens, booklets, extra towels, decorative bedding, etc.
  - Comfort items and appliances such as coffee machines, irons, hair dryers, extra blankets, etc., may be provided for guests upon request. If requested, items must be cleaned per CDC or AHLA cleaning standards before provided to guests.
  - Room service menus should be disposed after each guest has checked out.
  - Housekeeping shall only provide cleaning service during a guest's stay upon request by the guest.
  - All bed linen and towels must be changed only after the guest has concluded their stay or upon guest request.
  - In the event of a presumptive case of COVID-19, the property will adhere to guidelines outlined by the CDC on disinfecting rooms of an infected individual.
- For laundry, adhere to the CDC guidelines, outlined as follows:
  - Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
  - Wear disposable gloves when handling dirty laundry from a person who is sick.
  - Do not shake dirty laundry.
  - Clean and disinfect clothes hampers according to guidance above for surfaces.
  - Remove gloves, and wash hands right away.
- For meetings, events and conventions, adhere to Mass Gathering limitation in the State's Public Health Order.

Best Practices

- When scheduling staff to cover shifts, consider additional breaks to provide for frequent handwashing, more frequent and longer time frames to sanitize equipment, etc.
- Install large plexiglass sneeze guards at reception desks wherever possible.
- Arrange for contactless payment and receipt options to the greatest extent possible.

- ☐ Arrange for mobile check-in and paperless check-out to the greatest extent possible.
- ☐ Screen employees with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Pet-friendly alternative lodging properties should limit guests to keeping pets within private lodging areas only.

Additional Resources

- ☐ American Hotel & Lodging Association: Safe Stay Enhanced Industry-wide Hotel Cleaning Standards
- ☐ Food and Drug Administration (FDA): Best Practices for Retail Food Stores, Restaurants, and Food Pick-Up/Delivery Services During the COVID-19 Pandemic

COVID-SAFE PRACTICES:
GOLF COURSES

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Limit tee times to 15-minute intervals.
- ☐ Tee times must be pre-scheduled; golfers without a reservation prior to arrival are not permitted.
- ☐ The following reservation formats are allowable:
  - ☐ Twosomes
  - ☐ Threesomes under the following scenarios:
    - ☐ three individuals of the same household (individuals who live within the same place of residence
    - ☐ two individuals of the same household + 1 other booked together
    - ☐ three individuals booked together, however a maximum of two power carts
  - ☐ Foursomes under the following scenarios:
    - ☐ four individuals of the same household
    - ☐ two individuals of the same household + two individuals of a second same household, booked together, with a maximum of two carts
    - ☐ two individuals of the same household + two individuals, booked together, with a maximum of two power carts (one or two individuals must walk)
    - ☐ four individuals walking
- ☐ Limit one rider per cart, unless two individuals share the same household.
- ☐ Limit of 144 players at any time on the course (four on the tee and four on the green for all 18 holes).
- ☐ For all food and beverage service, adhere to COVID-Safe Practices for Restaurants (p. 12) and limitations on restaurant capacity and seating per the State's Public Health Order.
- ☐ Configure practice facilities such that there is at least six feet of spacing between golfers.
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing, specifically carts and other high-touch places.

- ☐ Remove or close off access to rakes, ball washers, sand/seed containers and other high-touch objects.
- ☐ Flagsticks must remain in hole and plugs must be attached so that balls do not drop to bottom of cup.
- ☐ Provide disinfectant bottles in all carts and teeing grounds.
- ☐ Pro shops and other retail sites must adhere to COVID-Safe Practices for Retail Establishments and limitations on capacity per the State's Public Health Order.
- ☐ Eliminate bag services, club storage and club rentals.
- ☐ Utilize signage to communicate occupancy limits and above safety restrictions that affect normal play.

Best Practices

- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ Employ additional course marshals to monitor rate of play.
- ☐ Install plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

COVID-SAFE PRACTICES:
TOUR OPERATORS

The following COVID-Safe Practices apply to the operation of tours and guided outdoor recreation, such as horseback riding, guided fishing and hunting and similar services. Certain outdoor guided activities may be prohibited. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Tour operators with brick-and-mortar locations must adhere COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Organize every aspect of tour to provide for 6 feet of distance between individuals wherever possible.
- ☐ Limit capacity and stagger seating in shared vehicles (busses, shuttles, trains, trams, ski lifts, etc.) to support social distancing. Private groups consisting exclusively of "same household" individuals may be seated in excess of capacity and social distancing limitations.
- ☐ Hot air balloons: for guests/groups who are not "same household" individuals, hot air balloon operators must implement barriers of clear vinyl within the basket to create separation between all individuals within the basket.
- ☐ Arrange for electronic ticketing and contactless scanning of tickets.
- ☐ Waiver forms must be updated to reflect sanitation and safety procedures the tour operator has implemented in response to COVID-19 and to reflect new procedures guests are expected to follow in respect to the safety of themselves, fellow guests and tour operator staff.
- ☐ Operator must deliver waiver forms electronically, and customers must complete and submit waiver forms electronically.
- ☐ Upon conclusion of the tour, all vehicles and equipment included in the tour must be cleaned and sanitized before use by another person.
- ☐ All COVID-Safe Practices must be in compliance with Federal Motor Carrier Safety Administration, United States Department of Transportation, and New Mexico Department of Transportation guidelines.

Best Practices

- ☐ Install plexiglass shields in shared vehicles to separate passenger space and driver/pilot/conductor space.
- ☐ If the tour requires physical effort, takes place in the heat or features water-based activities, requires guests bring their own towel to prevent potential spread through perspiration.
- ☐ Offering face coverings to customers and require their use while on the tour.

Additional Resources

- ☐ CDC: Guidance for Bus Transit Operators
- ☐ United States Tour Operator Association COVID-19 Resource Guide
- ☐ Federal Motor Carrier Safety Administration
- ☐ United States Department of Transportation

COVID-SAFE PRACTICES:
HOUSES OF WORSHIP

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order. Adjust seating capacity and stage setting to meet occupancy guidelines and 6 feet of distance between individuals and performers.
- ☐ Provide drive-in and online services to the greatest extent possible.
- ☐ Communicate to attendees to take the following precautions:
  - ☐ Those with known close contact to a person who is lab-confirmed to have COVID-19 must not attend in-person services until the end of the 14-day self-isolation period, as recommended by the Department of Health.
  - ☐ Perform temperature checks at home on all persons. Individuals who are ill or who have fevers must not attend in-person services.
- ☐ Children's programming, public programs and special events must comply with all State Public Health Orders regarding maximum occupancy limits.
- ☐ Review the State Public Health Order and all COVID-Safe Practices with guest musicians and guest worship leaders to ensure compliance.
- ☐ All touring artists, performers, tech crews, etc., are subject to the State's Public Health Orders.
- ☐ Attendees must remain separated from backstage technical personnel and worship leaders at all times.
- ☐ Prohibit shared use of service-related materials and literature. Materials and literature must be distributed contactless (e.g. in an accessible stack) or by a person wearing gloves and a mask.
- ☐ If nurseries and childcare facilities are utilized, they must comply with CDC Guidance for Child Care Programs.
- ☐ Collect tithes and offerings in collection boxes only and encourage online giving.
- ☐ Use disposable, one-time use packages for elements used in religious practices (e.g. Christian communion, palm branches, anointing oil, etc.)

- ☐ All religious gatherings that take place in homes are also required to adhere to COVID-Safe Practices for All Employers.
- ☐ Discontinue choir or congregation singing or chanting.

Best Practices

- ☐ Install large plexiglass sneeze guards at information desks and welcome centers.
- ☐ Discourage vulnerable individuals from attending in-person services.
- ☐ Discourage attendees from engaging in hand shaking or other physical contact.
- ☐ Offer face coverings to attendees.
- ☐ Erect barriers to create controlled entry/exit for crowd control. Consider metered seating and provide special arrival times and other accommodations for vulnerable populations.

Additional Resources

- ☐ CDC: Guidance for Community and Faith-Based Organizations

COVID-SAFE PRACTICES:
FARM, RANCH, DAIRY PRODUCERS & PROCESSORS

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Maintain a schedule of stringent daily cleaning and sanitizing.
- ☐ Once every two hours (or more frequently), clean and disinfect high-touch items such as hose bibs, inside of vehicles, door handles, etc.
- ☐ Place hygiene supplies in equipment, shops and other shared areas.
- ☐ Prohibit sharing of food and beverage containers.
- ☐ Promote curbside service as much as possible. When appropriate, encourage owners to drop the animal off with an employee.
- ☐ Arrange for contactless deliveries whenever possible.

Best Practices

- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Limit the number of visitors to your operation to essential personnel and communicate with them prior to allowing access to farm. Establish appointments when possible.
- ☐ Stagger work schedules to support social distancing, and stagger employee arrival and departure times, including lunch and break times, to avoid congregations of workers in parking areas, locker rooms, and near time clocks.
- ☐ Where arranging for 6 feet of distance between individuals is not possible, install a temporary partition between workstations.
- ☐ Review labor contractors' safety procedures. When possible, include COVID-Safe Practices in contracts and ensure they are enforced for contract/seasonal employees when working for your operation.

Additional Resources

- Purdue University: Management of Farm Labor During COVID-19 Pandemic
- Purdue University: Recommendations for Livestock Sales During COVID-19 Pandemic
- National Milk Producers Federation
- International Dairy Foods Association
- CDC: Stop the Spread of Germs Poster (English and Spanish)

COVID-SAFE PRACTICES:
VETERINARIANS & PET CARE FACILITIES

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Retrain employees on the proper use of personal protective equipment (PPE).
- ☐ Promote the use of telemedicine/teleconferencing as much as possible when compliant with state regulatory statutes.Instruct customers to wait outside and call upon arrival. A single employee will come outside to greet them when available.
- ☐ Accept customers on an appointment-only basis except for emergencies.
- ☐ Promote curbside service as much as possible. When appropriate, encourage owners to drop the animal off with an employee.
- ☐ All runs, cages, exam tables, tubs, instruments, equipment, etc., are to be disinfected between uses.
- ☐ Arrange for house call appointments only if absolutely necessary. Requirements include:
  - ☐ Enter the home only if absolutely necessary.
  - ☐ Examine small animals in your vehicle if appropriate.
  - ☐ Wear masks at all times when in a client home.
  - ☐ Disinfect all instruments used during the visit prior to being placed back into the vehicle.
- ☐ For Animal Shelters and Rescues:
  - ☐ Avoid out of state transfers of animals until travel restrictions are lifted per the Public Health Order.
  - ☐ If an animal from a known COVID-19 positive household enters a shelter, the American Veterinary Medical Association (AVMA) recommendations should be followed, currently summarized as:
    - ☐ Utilize gloves and personal protective equipment when handling exposed animals.
    - ☐ Bathing is not necessary, as there is no evidence to support animals can be fomites.
    - ☐ Hold known exposed animals for 14 days prior to adoption or foster.
    - ☐ House exposed animals separately from general population out of an abundance of caution.

- Allow dogs to be walked outside for exercise and elimination. Remove organic waste immediately and sanitize area in accordance with normal process. Any waste (urine, feces, blood, saliva, nasal discharge or vomit) should be handled as medical waste.
- Limit close contact of exposed pets with humans during the segregation period.
- Avoid direct contact with other animals during the segregation period.
- During the segregation, spot cleaning is preferred to minimize handling.
- Sanitation of the area is as recommended for routine cleaning and disinfection of kennel areas.
- Animals demonstrating clinical signs and exposure to SARS-CoV-2 should be evaluated and discussed with the NM State Veterinarian. Any testing for SARS-CoV-2 in animals must be approved by the NM State Veterinarian.

- For Equine and Canine Training Facilities:
  - Adhere to maximum occupancy limits per the State's Public Health Order.
  - In-person consultations or training sessions shall be conducted either outdoors or in the training facility while practicing social distancing. In-home training or consultations are prohibited.
  - Participants under 18 years of age are allowed one guardian who must remain in a designated area.
  - Client appointments must not overlap.
  - Instruct clients to arrive no more than 15 minutes prior to appointed time and depart immediately after.
  - Training tools are to be disinfected between classes. Class participants are encouraged to maintain and use their own tools.
  - No hosting of camps or child day care.

COVID-SAFE PRACTICES FOR VETERINARIANS & PET CARE FACILITIES

Best Practices

- ☐ Install plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Offer face coverings and gloves to customers.

Additional Resources

- ☐ American Veterinary Medical Association
- ☐ New Mexico Board of Veterinary Medicine
- ☐ CDC: Recommendations for Pet Stores, Pet Distributors, and Pet Breeding Facilities

COVID-SAFE PRACTICES:
CONSTRUCTION & FIELD OPERATIONS

The following COVID-Safe Practices apply to construction, energy and field operations. This includes, but is not limited to, vertical construction and maintenance, horizontal construction and maintenance, energy field operations and administration.

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Provide all employees with appropriate personal protective equipment (PPE) based on their position functions and likelihood of interaction with co-workers, customers and the public.
- ☐ Utilize signage on the primary site to inform employees and contractors of COVID-Safe Practices, including use of appropriate PPE, social distancing, hand hygiene and respiratory etiquette (e.g. covering coughs).
- ☐ Prohibit non-essential visitors, vendors or contractors from entering the site.
- ☐ Mandate that only necessary personnel should enter work/supply trailers or jobsite office areas.
- ☐ Arrange for contactless deliveries of materials and supplies.

Best Practices

- ☐ Screen employees and visitors with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Stagger work schedules to support social distancing, and stagger employee arrival and departure times, including lunch and break times, to avoid congregations of workers in parking areas, locker rooms, and near time clocks.
- ☐ Divide crews/staff into two (2) or more groups whenever possible so that projects can continue in the event of a quarantine. Keep employees in the same work group each day/week/month whenever practicable to avoid a contagious employee infecting people outside the original group.
- ☐ Encourage employees to minimize ridesharing. If not possible, ensure use of face coverings while in vehicle and adequate ventilation.
- ☐ Tools, equipment and vehicles should not be shared whenever possible. Always sanitize items after use, especially before and after any shift change.

- When performing construction and maintenance activities within occupied buildings, these work locations present unique hazards with regards to COVID-19 exposures. All such workers must evaluate the specific hazards when determining best practices related to COVID-19. Employees should ask other occupants to keep a personal distance of at least 6 feet. Employees should wash or sanitize hands immediately before starting and after completing the work.

Additional Resources

- American Public Power Association (APPA)
- American Gas Association (AGA)
- American Petroleum Institute (API)
- Associated General Contractors of America
- Edison Electric Institute (EEI)
- Electric Power Research Institute (EPRI)
- Electricity Subsector Coordinating Council (ESCC)
- International Association of Drilling Contractors (IADC)
- Interstate Natural Gas Association of America (INGAA)
- National Rural Electric Cooperatives (NRECA)
- OSHA: Guidance for the Construction Workforce
- Petroleum Marketers Association of America (PMAA)

COVID-SAFE PRACTICES:
AUTOMOBILE DEALERS & SERVICES

Required

- ☐ Adhere to Required COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Accept sales customers on an appointment-only basis. Service may be performed with or without an appointment if social distancing protocols allow.
- ☐ Accept sales and service customers from one household at a time and as few household members as possible with one employee.
- ☐ Instruct customers to wait outside and call upon arrival. A single employee will come outside to greet them when available.
- ☐ Instruct customers to cancel their sales or service appointment if they experience COVID-19 symptoms or if they have had contact with a person who has tested positive for COVID-19.
- ☐ Disinfect meeting areas between customers.
- ☐ Do not offer refreshments other than factory-sealed food and beverages.
- ☐ Retain a daily log for at least four weeks including the date, name, phone number and email address of all customers and employees.
- ☐ For sales appointments:
  - ☐ Arrange for vehicles to be viewed outdoors.
  - ☐ Employees will wear face coverings and gloves for vehicle test drives and ride in a seat as far away from customers as possible. Customers must be offered face coverings and hand washing or hand sanitizer prior to and after test drives.
  - ☐ Disinfect vehicle interior and exterior touch points prior to and after each sales appointment use.

- For service visits:
  - If vehicle is keyless ignition, place customer's key in a plastic bag upon customer arrival and through duration of vehicle service; if vehicle ignition requires key, sanitize key before and after performing service. Disinfect entire vehicle interior and any exterior touch points prior to and after performing vehicle service.
  - Employees must wear face coverings and gloves when inside any customer vehicle and use steering wheel and seat covers.
  - Limit courtesy shuttles to one appointment's customers per trip and disinfect courtesy vehicle touch points after each use. Courtesy shuttle drivers must wear face coverings while in courtesy shuttle. Customers must be offered face coverings upon entry of a courtesy shuttle.

COVID-SAFE PRACTICES:

SALONS, SPAS, TATTOO PARLORS & RELATED SERVICES

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Workstations and equipment must be cleaned and sanitized after each client use.
- ☐ Accept clients on an appointment-only basis.
- ☐ Prohibit clients from remaining in waiting areas before or after appointments. Clients must remain outside the establishment and adhere to social distancing. *Caregivers of clients may remain inside the establishment during the appointment*.
- ☐ Remove all unnecessary items from reception and waiting areas, such as magazines, newspapers, service menus, etc.
- ☐ Discontinue use of paper appointment books or cards.
- ☐ Discontinue use of communal pools, hot tubs and saunas.
- ☐ Private hot tubs and saunas are required to be cleaned and disinfected after each client use.
- ☐ For laundry, adhere to the CDC guidelines, outlined as follows:
  - ☐ Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
  - ☐ Wear disposable gloves when handling dirty laundry from a person who is sick.
  - ☐ Do not shake dirty laundry.
  - ☐ Clean and disinfect clothes hampers according to guidance above for surfaces.
  - ☐ Remove gloves, and wash hands right away.
- ☐ To support contract tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.

COVID-SAFE PRACTICES FOR SALONS, SPAS, TATTOO PARLORS & RELATED SERVICES

Best Practices

- ☐ Arrange for contactless payment and receipt options to the greatest extent possible
- ☐ Arrange for telephonic, text, email or online scheduling to the greatest extent possible
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ Consider using face shields in addition to appropriate face coverings by those employees providing shampoo services other services requiring face-to-face interaction.
- ☐ Stagger work schedules to lower workplace density.

Additional Resources

- ☐ American Association of Cosmetology Schools
- ☐ International Association of Nail Salon Owners
- ☐ Covid-19 Resources for Nail Salon Owners and Staff in Vietnamese and English

COVID-SAFE PRACTICES:
GYMS

The following COVID-Safe Practices apply to the operation of gyms, fitness centers, yoga studios, martial arts studios and similar services and establishments. The publication of these requirements and best practices does not constitute permission to operate. All establishments must consult the Department of Health's Public Health Order to determine whether they may legally operate.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Comply with State Public Health Order limitations on group fitness classes.
- ☐ Facility staff must be present at all times when an establishment is in operation.
- ☐ Prohibit clients from remaining in waiting areas before or after training appointments. Clients must remain outside the establishment and adhere to social distancing.
- ☐ Prohibit person-to-person contact training, such as sparring, grappling, or wrestling of any form.
- ☐ Require clients to bring their own individual-use fitness equipment, such as workout mats, belts and straps, gloves, or similar items.
- ☐ Require clients to clean communal equipment after each use.
- ☐ Maintain a stringent hourly schedule of cleaning and disinfecting all locker rooms and dressing rooms. Discontinue use of locker room showers.
- ☐ Pool operations must adhere to maximum occupancy limits per the Public Health Order.
- ☐ Discontinue use of communal hot tubs and saunas.
- ☐ Private hot tubs and saunas are required to be cleaned and disinfected after each client use.

- For laundry, adhere to the CDC guidelines, outlined as follows:
  - Launder items according to the manufacturer's instructions. Use the warmest appropriate water setting and dry items completely.
  - Wear disposable gloves when handling dirty laundry from a person who is sick.
  - Do not shake dirty laundry.
  - Clean and disinfect clothes hampers according to guidance above for surfaces.
  - Remove gloves, and wash hands right away.
- To support contract tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.

Best Practices

- Arrange for contactless payment and receipt options to the greatest extent possible.
- Arrange for telephonic, text, email or online scheduling to the greatest extent possible.
- Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- The Association of Fitness Studios (AFS) Coronavirus Resource Center

COVID-SAFE PRACTICES:
DRIVE-IN EVENTS

Event organizers will need to find creative contactless solutions to make meaningful connections in a COVID-positive world. The following COVID-Safe Practices for Drive-In Events provide requirements and best practices for one such solution.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ Arrange parking facilities to provide for at least six feet of distance between vehicles. For open air vehicles, such as golf carts and convertibles, facilities must be arranged to provide for at least 18 feet, or the width of two standard parking spaces, between vehicles.
- ☐ Require patrons to remain in vehicles except when using facilities, such as restrooms and concessions. Patrons may remain immediately outside their vehicles only if parking facilities are arranged to provide for at least 18 feet between vehicles.
- ☐ All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 12). Dine-in service and buffet-style service are not permitted.
- ☐ Close off access to areas where patrons are likely to congregate.
- ☐ Access and Ticketing
  - ☐ Access to event space shall be strictly monitored to maintain capacity.
  - ☐ Arrange for contactless scanning of tickets.

COVID-SAFE PRACTICES FOR DRIVE-IN EVENTS

Best Practices

- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ Install large plexiglass sneeze guards where regular interaction is common.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ For attendees that demonstrate symptoms of COVID-19 and require further testing, designate a private area to conduct testing by a medical professional on the individual.
- ☐ If crowd surges and lines are likely to occur at concessions, assign arrival times for attendees.

Additional Resources

- ☐ CDC: Gatherings and Community Events
- ☐ CDC: Event Planning and COVID-19: Questions and Answers
- ☐ CDC: Get Your Mass Gatherings or Large Community Events Ready
- ☐ ASM Global VenueShield

COVID-SAFE PRACTICES:
MUSEUMS AND CULTURAL INSTITUTIONS

The following COVID-Safe Practices apply to the operation of certain museums and cultural institutions with static exhibits. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ For all food and beverage service, adhere to COVID-Safe Practices for Restaurants (p. 12) and limitations on restaurant capacity and seating per the State's Public Health Order.
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ For theaters, auditoriums, and related spaces, adhere to restrictions per the State's Public Health Order.
- ☐ Discontinue interactive exhibits and attractions.
- ☐ Discontinue use of rental equipment, such as headsets, portable speakers, and strollers, unless required for ADA accessibility.
- ☐ Discontinue coat check areas, lockers, backpack and purse storage, and related storage services for public use.
- ☐ Limit access to areas where patrons are likely to congregate.
- ☐ Group visits, guided tours, public programs, and special or private events must comply with all State Public Health Orders regarding mass gatherings.

Best Practices

- ☐ Consider accepting customers on a reservation-only basis.
- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ To support contract tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Provide digital visitor guides, maps, etc.

Additional Resources

- ☐ American Alliance of Museums: Consideration for Museum Reopenings

COVID-SAFE PRACTICES:
YOUTH LIVESTOCK SHOWS

Livestock projects are offered through 4-H and Future Farmers of America to teach youth responsibility and animal husbandry. The following requirements and best practices will ensure that families remain safe while continuing this valuable tradition in which youth gain communication and sportsmanship skills while making lifelong friendships.

Certain activities often associated with livestock shows may be prohibited. Event organizers should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to Required COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Conduct events virtually to the greatest extent possible.
- ☐ All food and beverage services must adhere to the COVID-Safe Practices for Restaurants (p. 12). Buffet-style food and beverage service is not permitted.
- ☐ Discontinue all merchant and retail vendors.
- ☐ Entering and Exiting of Livestock:
  - ☐ Permit only one trailer for loading/unloading in an area at a time
  - ☐ Allow for extra pen spacing between livestock
  - ☐ Limit tack to minimum
  - ☐ Exiting must be coordinated to support social distancing
- ☐ Conducting Shows
  - ☐ Limit attendance to individuals that are participating and their immediate families
  - ☐ Livestock should be on grounds no longer than necessary
  - ☐ Limit class size to support social distancing
  - ☐ No hand shaking or personal contact with other exhibitors, judge or ring help

COVID-SAFE PRACTICES FOR YOUTH LIVESTOCK SHOWS

Access and Ticketing

- ☐ Access to event space or venue shall be strictly monitored to maintain capacity.
- ☐ For events that do not have controlled entry/exit, barriers must be erected to create controlled entry/exit for crowd control.
- ☐ All events must administer a ticketing, RSVP or invitation process to monitor crowd control.

Best Practices

- ☐ Establish remote options for livestock sales.
- ☐ Employ a greeter to communicate safety restrictions and protocols.
- ☐ Install large plexiglass sneeze guards at cash registers wherever possible.
- ☐ Arrange for contactless payment and receipt options to the greatest extent possible.
- ☐ Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.
- ☐ For attendees that demonstrate symptoms of COVID-19 and require further testing, designate a private area to conduct testing by a medical professional on the individual.
- ☐ If crowd surges and lines are likely to occur, assign arrival times or sessions for attendees. Event hosts must also institute staggered exit procedures to avoid crowds upon conclusion of the event.

Additional Resources

- ☐ Purdue University: Recommendations for Livestock Sales During COVID-19 Pandemic
- ☐ CDC: Considerations for Animal Activities at Fairs, Shows, and Other Events
- ☐ CDC: Gatherings and Community Events
- ☐ CDC: Event Planning and COVID-19: Questions and Answers
- ☐ CDC: Get Your Mass Gatherings and Large Community Events Ready

COVID-SAFE PRACTICES:
AGRITOURISM ESTABLISHMENTS

The following COVID-Safe Practices apply to the operation of agritourism establishments, including seasonal operations such as pumpkin patches. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to COVID-Safe Practices for Retail Establishments (p. 11).
- ☐ Adhere to maximum occupancy limits per the State's Public Health Order.
- ☐ All food and beverage services must adhere to COVID-Safe Practices for Restaurants (p. 12) and maximum occupancy limits and seating restrictions per the Public Health Order.
- ☐ All places of lodging must adhere to COVID-Safe Practices for Hotels, Resorts & Lodging (p. 22).
- ☐ Discontinue gaming areas and other such activities where customers may congregate for extended periods of time and/or where surfaces are repeatedly touched and cannot be cleaned and disinfected between each use.
- ☐ Require patrons to wear face coverings as a condition of entry and patronage.

Access and Ticketing

- ☐ Access shall be on a reservation-only basis and must be strictly monitored to maintain capacity and social distancing standards.
- ☐ Group reservations may not exceed the mass gathering limit per the Public Health Order.
- ☐ Arrange for contactless scanning of tickets.

Tours and Attractions

- ☐ Discontinue haunted houses and similar attractions.
- ☐ Discontinue hayrides and other group transportation.
- ☐ Petting zoos are not permitted. However, view-only animal exhibits may be hosted.

- Access to attractions such as corn mazes shall be on a reservation-only basis and must be strictly monitored to maintain capacity and social distancing standards.
- Unless otherwise prohibited hereunder, all tours and attractions must adhere to COVID-Safe Practices for Tour Operators (p. 27).
- Tour groups may not exceed mass gathering restrictions and must adhere to mask wearing requirements at all times per the Public Health Order.

Best Practices

- To support contract tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- Employ a greeter to communicate safety restrictions and protocols.
- Install large plexiglass sneeze guards where regular interaction is common.
- Arrange for contactless payment and receipt options to the greatest extent possible.
- Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- CDC: Gatherings and Community Events

COVID-SAFE PRACTICES:
SKI AREAS

The following COVID-Safe Practices apply to the operation of ski resorts and areas. Certain facilities may be required to remain closed. Operators should consult the state Public Health Order for specific prohibitions.

Required

- ☐ Adhere to COVID-Safe Practices for All Employers (p. 9).
- ☐ Adhere to COVID-Safe Practices for Retail Establishments (p. 11). Strictly enforce all applicable maximum occupancy limits per the Public Health Order. All publicly accessible indoor spaces, such as lodges, lobbies, and warming areas, are considered "retail space" under the Public Health Order.
- ☐ Operations shall not exceed 25% of the daily maximum uphill capacity based on operational lifts. Post signage daily indicating maximum allowable capacity. Patrons must be turned away if capacity has been reached.
- ☐ All food and beverage services must adhere to COVID-Safe Practices for Restaurants (p. 12) and maximum occupancy limits and seating restrictions per the Public Health Order.
- ☐ All places of lodging must adhere to COVID-Safe Practices for Hotels, Resorts & Lodging and maximum occupancy limits per the Public Health Order (p. 26).
- ☐ Group transportation, such as shuttles, must adhere to seating and social distancing requirements in the COVID-Safe Practices for Tour Operators (p. 31). Maximize the use of open-air transportation to the greatest extent possible.
- ☐ Child Care operations must adhere to COVID-Safe Practices for Child Care Centers and Early Childhood Professionals.
- ☐ Require patrons to wear face coverings as a condition of entry and patronage.
- ☐ Special events may not exceed the mass gathering limit per the Public Health Order.
- ☐ Discontinue self-serve indoor locker rooms and other indoor areas where patrons may congregate. Where lockers are publicly accessible, monitor access to enforce maximum occupancy restrictions and social distancing.

- Chairlifts and Other Aerial Transportation
  - Ensure patrons do not ride with others not in their travel party. Traveling party may ride together and non-traveling party members must ride alone.
  - Maximize the use of open-air chairlifts to the greatest extent possible. Enclosed lifts, such as gondolas, must operate with all windows opened to maximize circulation.
  - Utilize signage and employ additional staff to monitor queues for the purpose of maintaining social distancing.
- Group lessons, such as ski school, may not exceed the mass gathering limit per the Public Health Order, including instructors. Groups must not intermingle. Operators must record names, date and time of training, and contact information for each participant.
- Access and Ticketing
  - Access must be strictly monitored to maintain capacity and social distancing standards.
  - Group reservations may not exceed the mass gathering limit per the Public Health Order.
  - Arrange for contactless scanning or checking of tickets.
- Create a COVID-Safe Practice operating plan and make it publicly available online. Plans must address at minimum the following:
  - Calculating and enforcing daily maximum uphill lift capacity
  - Arranging for and enforcing social distancing and mask wearing
  - Managing and enforcing indoor occupancy restrictions
  - Preparing for social distancing during weather emergencies when patrons are more likely to seek shelter indoors

COVID-SAFE PRACTICES FOR SKI AREAS

Best Practices

- To support contract tracing, provide all customers who visit the establishment the opportunity to record their name and phone number or email address, along with the date and time of their visit, and retain such records for no less than four weeks from the date of collection.
- Accept patrons on a reservation-only basis.
- Employ a greeter to communicate safety restrictions and protocols.
- Install large plexiglass sneeze guards where regular interaction is common.
- Arrange for contactless payment and receipt options to the greatest extent possible.
- Screen employees and customers with a no-contact thermometer; individuals with a temperature reading above 100.4°F should be denied entry.

Additional Resources

- National Ski Area Association: Ski Well, Be Well: Ski Area Operating Best Practices

COVID-SAFE PRACTICES:
MEDICAL PROVIDERS, CHILDCARE CENTERS & OTHER INDUSTRIES

Additional COVID-Safe Practices for medical practices, such as dental care and general medical office settings, are developed by the state's Medical Advisory Team. These practices can be accessed here.

Early Childhood Education and Childcare centers must adhere to COVID-Safe Practices for All Employers. Additional CSPs can be found at NewMexicoKids.org here.

Additional industry-specific COVID-Safe Practices are under development and will be released in future versions of this document, including:

- Casinos
- Film & Television

APPENDIX

MICHELLE LUJAN GRISHAM
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NEW MEXICO DEPARTMENT OF HEALTH

KATHYLEEN M. KUNKEL
CABINET SECRETARY

POLICIES FOR THE PREVENTION AND CONTROL OF COVID-19 IN NEW MEXICO

September 21, 2020

Note: These policies are based on the best scientific information available as of the date above. Policies will be updated as new information becomes available.

EPIDEMIOLOGY AND RESPONSE
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BACKGROUND AND PURPOSE

The New Mexico Department of Health is committed to the health and safety of New Mexicans during the COVID-19 pandemic. The purpose of this document is to provide the most current guidance for the public, healthcare providers, and employers who may be involved in a COVID-19 public health investigation or have general questions about what to do if they or someone they know tests positive for COVID-19 or may have been exposed to someone who has COVID-19.

Experts at the Centers for Disease Control and Prevention (CDC) and other leading scientific research centers are learning more every day about COVID-19. Much remains unknown. The policies contained in this guide are based on the best scientific information available as of the document date found on the cover page. These policies will be updated as new information becomes available. This document will also be updated as Executive and Public Health Orders change over the course of this public health emergency.

The guidance in this document reflects the New Mexico Department of Health's epidemiologists' recommendations based on current CDC guidance, scientific evidence, New Mexico's experience to date with the disease and a careful approach that acknowledges that there is still limited understanding of the virus, how it spreads, and who may be vulnerable to significant illness and harm. This guidance is designed to help New Mexico contain COVID-19 until a time when we have a widely administered vaccine that prevents the spread of COVID-19 among our states' residents.

INTRODUCTION

This guide sets forth the New Mexico Department of Health (NMDOH) policies for containing COVID-19 until there is a widely administered vaccine throughout New Mexico and the United States that prevents the spread of COVID-19. This guide provides a basic overview of key containment policies. Additional technical resources for healthcare providers, NMDOH staff (including case investigators and contact tracers), businesses and others responsible for protecting against the spread of COVID-19 in their agencies or institutions are contained in the Appendices. In addition, the State of New Mexico published ***All Together New Mexico***, a guide for individuals and businesses on COVID Safe Practices. That guide is an important additional resource, especially for employers, and – like these COVID-19 containment policies – will be updated as needed.

Section I of the guide explains what COVID-19 is, how it spreads and how we can best prevent its spread. It also provides information about different types of masks and NMDOH's testing priorities.

Section II explains the policies around self-isolation (for those who have COVID-19) and quarantine (for those who may have been exposed to COVID-19 and are at risk of developing and spreading the disease).

Section III describes when a person is considered to have recovered from COVID-19 and is able to end isolation.

Section IV addresses workplace environments, including rapid responses, quarantine, and isolation policies, and return to work when there is a positive case in the workplace.

Section V provides some additional technical guidance for healthcare providers, NMDOH staff, case investigators and contact tracers.

Section VI summarizes the rules reflected in current public health orders.

Appendix A contains a complete set of definitions of terms used in this guidance.

SSECTION I

WHAT IS COVID-19 AND HOW DO WE STOP IT FROM SPREADING?

What is COVID-19?

COVID-19 is a highly infectious and fast-spreading disease caused by a new form of coronavirus that was identified in late 2019. The official name of this novel coronavirus is SARS-CoV-2 but because COVID-19 is ubiquitous in the public discourse, we want to avoid confusion. For the purposes of this document, we have used the term COVID-19 to indicate either the virus or the disease.

There is currently no vaccine to prevent COVID-19. Symptoms and their effects can range from mild to severe and in certain cases result in extreme health complications and death. The Centers for Disease Control and Prevention (CDC) has identified numerous symptoms associated with COVID-19 and periodically updates that list of symptoms. Positive cases of COVID-19 have been – and continue to be – identified in communities across New Mexico.

How Do People Get COVID-19?

We are still learning about how the virus spreads and the severity of illness it causes. According to the CDC, COVID-19 is thought to spread mainly from person-to-person.

- Between people who are in close contact with one another (within about 6 feet).
- Through respiratory droplets produced when an infected person coughs, sneezes, or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.

CDC reports that studies indicate that COVID-19 may be spread by people who are not showing symptoms. That includes people who are pre-symptomatic (they have not yet developed symptoms) and those that are asymptomatic (they never develop symptoms of COVID-19). Case investigation data in New Mexico suggest that pre-symptomatic and/or asymptomatic spread is common. This makes it much harder to prevent the spread of COVID-19 because people may not know that they have the disease and can easily and unknowingly spread it to others.

How do We Prevent the Spread of COVID-19?

Just like with many other illnesses, the best way to protect yourself from COVID-19 is to avoid exposure to the virus that causes COVID-19. This requires taking steps to protect yourself and to protect others.

- Clean your hands often and avoid touching your eyes, nose, and mouth with unwashed hands.
- Cover your coughs and sneezes.
- Stay home except for essential purposes and/or to seek healthcare.
- Stay home if you are sick and avoid close contact with other people who are sick.
- Practice social distancing by putting at least 6 feet of distance between yourself and other people.
- Wear a mask or cloth face covering. In New Mexico, everyone is required to wear a face covering when in public except when drinking, eating, or under medical instruction. New Mexico now requires all persons to wear a mask while exercising whether indoor or outdoor. Masks and cloth face coverings may prevent people who do not know they have the virus from transmitting it to others. Wearing a mask is a sign of respect for other people and demonstrates your desire not to be a source of infection for them, just as you would like for them to be looking out to protect you.
- Clean and disinfect frequently touched surfaces.

Because COVID-19 is so contagious and can be spread by people who do not have any apparent symptoms, people who have tested positive for COVID-19 and people who have had close contact with someone who tested positive for COVID-19 should physically separate themselves from other people. Section II of this guide describes the policies around physical separation and explains the difference between "isolation" and "quarantine."

When and What Type of Face Masks Should the Public Use?

Widespread use of facemasks that cover both the mouth and nose have been shown to reduce the spread of COVID-19. New Mexicans are required to use facemasks during the public health emergency.

Face Mask or Cloth-Face Covering in Public

Unless a healthcare provider instructs otherwise, all individuals must wear a mask or cloth-face covering in public settings except when eating and drinking or swimming. The mask or cloth-face covering should cover the nose and mouth.

A mask or cloth-face covering must also be worn while exercising. This requirement includes exercising at indoor gyms, exercise classes and fitness centers.

Non-compliance by an individual may result in a citation and/or fine.

Face Mask or Cloth-Face Covering for Businesses

A business may not allow a person who is without a mask or cloth-face covering to enter the premises except when that person has a written exemption from a healthcare provider. This requirement includes indoor gyms, exercise classes and fitness centers.

The mask or cloth-face covering should cover the nose and mouth.

Non-compliance by a business may result in a citation and/or fine.

NMDOH Does Not Recommend Use of Face Shields as a Substitute for Face Masks

The purpose of a face mask or cloth face covering is to reduce the spread of infectious droplets by the person wearing the mask.

The purpose of a face shield is to protect the wearer from splashes and sprays from others, primarily to protect the eyes. It is unknown if face shields protect others if the person wearing it is infectious. Respiratory droplets expelled when someone coughs, sneezes or speaks can be dispersed through the bottom and sides of the shield. ***CDC and NMDOH do not recommend use of face shields for normal everyday activities or as a substitute for masks.***

NMDOH Does Not Recommend Face Masks with Valves or Vents

Some masks with valves or vents allow air to be exhaled through a hole in the material, which can result in respiratory droplets reaching other people. This type of mask does not prevent the person wearing the mask from transmitting COVID-19 to others. For that reason, ***CDC and NMDOH do not recommend using masks with an exhalation valve or vent to prevent the spread of COVID-19.*** These types of masks are commercially available but do not prevent the wearer from spreading the virus.

What are New Mexico's Testing Priorities for COVID-19?

NMDOH at this time does not recommend the use of antibody testing to determine if someone is infected or if someone is protected from getting COVID-19. Instead, diagnostic testing should be used to determine whether someone has the virus ***at the time the test specimen is collected***. NMDOH strongly encourages the following groups to obtain such tests:

- Symptomatic people displaying the COVID-19 symptoms of cough, fever, shortness of breath, chills, repeated shaking with chills, muscle pain, headache, sore throat, congestion or runny nose, nausea or vomiting, diarrhea, and/or loss of taste or smell;
- Asymptomatic people who are close contacts or household members of people who have already tested positive for the coronavirus and are in their infectious period
- Asymptomatic people who live or work in high-risk congregate settings such as long- term care facilities, detention centers and correctional facilities
- Patients who are scheduled for surgery and whose provider has advised them to get tested before the procedure.

Testing associated with rapid response to COVID-19 exposures in facilities and workplaces by New Mexico State Government may be broader than the testing priorities above. In addition, the state has a comprehensive plan to ensure that vulnerable populations have enhanced access to testing. A list of open test sites can be found each day on the NMDOH Coronavirus website.

SECTION II

SELF-ISOLATION AND SELF-QUARANTINE

The terms "self-isolate" or "self-quarantine" refer to the voluntary physical separation of a person or group of people in a residence or other place of lodging. ***Any person who is self-isolating or self-quarantining*** may only leave a residence or place of lodging to receive medical care and should not allow others into the residence or place of lodging except for those providing medical care, emergency response, or other individuals designated by the New Mexico Department of Health.

What is the Difference Between Self-Isolation and Self-Quarantine?

Both isolation and quarantine are public health terms that refer to someone being physically separated from other people to prevent the spread of a contagious disease.

- ***Isolate*** if you are sick or test positive for COVID-19
- ***Quarantine*** if you are at risk of having been exposed or have had close contact with someone with COVID-19

Isolation separates sick people with a contagious disease – and, in the case of COVID-19, those with and without symptoms who have tested positive for COVID-19 – from people who are not sick. These people need to isolate themselves even from others in their own home. ***People with COVID-19 have the highest risk of spreading it to others and must be strict in their hygiene and physical separation from others***. If you test positive for COVID-19, your healthcare provider or someone from NMDOH will ask you to self-isolate until you recover from the disease (recovery is explained below). Self-isolation means a person is voluntarily isolating.

Quarantine separates and restricts the movement of people who were exposed to a contagious disease to monitor if they become sick. These people may have been exposed to a disease and do not know it or they may have the disease but do not show symptoms. ***If you travelled to New Mexico from another state, live with someone who tested positive for COVID-19 or had close contact with someone with COVID-19 at work or elsewhere, you should self-quarantine. Self-quarantine means a person is voluntarily quarantining.***

14-Day Quarantine Period for COVID-19

If you have been exposed to someone with COVID-19, ***there is a 14-day period during which you might become infected***. That is sometimes called the "incubation period" for the disease. The 14

days runs from the last date you had a close contact with the person with COVID-19. That is also why the travel quarantine in New Mexico runs for 14 days. Travelers may carry the virus across state lines and across international borders without knowing it. Travelers unintentionally have brought cases to New Mexico.

Quarantine if You Have Travelled to New Mexico From Outside the State

All persons who have arrived in New Mexico from a state with a positive test rate higher than 80 per 1,000,000 residents or a test positivity rate greater than or equal to 5%, over a seven-day rolling average, or from outside the United States are mandated to self-quarantine for a period of at least 14 days from the date of their entry into the State of New Mexico or for the duration of their presence in the State, whichever is shorter.

The most current list of restricted U.S. states can be found in the Social Distancing & Travel Restrictions page of the NMDOH COVID-19 website.

Exceptions to the mandatory 14-day quarantine of out-of-state arrivals are outlined in the New Mexico Executive Order 2020-063. The Executive Order states:

> 2. Persons who can show documentation of a valid negative COVID-19 test taken within seventy-two (72) hours before or after entry into New Mexico are exempt from the 14-day quarantine requirement. Persons who have undergone a COVID-19 test shall self-isolate or self-quarantine while awaiting the results of their test. This exemption does not apply to persons entering New Mexico after traveling outside of the United States.
>
> 3. All persons entering New Mexico from a state with a positive test rate lower than 80 per 1,000,000 residents, and a test positivity rate lower than 5%, over a seven-day rolling average, are still advised to quarantine, although quarantine is not mandatory.
>
> 4. Any New Mexico state employee who vacations in another state and is required to quarantine upon reentering New Mexico will not be eligible for the paid leave provided by the Families First Coronavirus Response Act.
>
> 5. This Order's direction to self-quarantine does not apply to persons employed by airlines, those performing public safety or public health functions, military personnel and their dependents, federal employees, those employed by a federal agency or national defense contractor, emergency first responders, health care workers, New Mexico residents who have left the State to obtain medical care, New Mexico residents who have left the State for less than twenty-four hours for matters attendant to parenting responsibilities, elementary, middle school, or high school students who attend school in neighboring states or who commute in New Mexico to attend school, those arriving in the State pursuant to a Court order, and persons who are employed or contracted by an "essential business", as defined by the operative public health order addressing mass gathering restrictions and business closures, and who are traveling into New Mexico to conduct business activities.

Quarantine if You Had Close Contact with Someone Who Tested Positive

Quarantine is required if you had a close contact with someone who tests positive for COVID-19 and the contact occurred during that person's infectious period. Quarantine helps New Mexico reduce the spread of COVID-19.

If you have a close contact with a confirmed case, you are encouraged to get tested for COVID-19. Testing can determine if you are contagious and may have spread the disease to others, including members of your own household.

A negative test result does not end the quarantine period. Infection can occur at any point during the quarantine period and the full quarantine period should be completed.

Your last day of self-quarantine is 14 days after your last contact with the person who tested positive for COVID-19.

If you live with and/or care for someone with a confirmed COVID-19 case, then self-quarantine runs for 14 days ***after*** that person completes their infectious period.

What does it Mean to Be in "Close Contact" with Someone with COVID-19 Who is in their "Infectious Period"?

"***Close contact***" means spending 3 minutes or longer within 6 feet of someone who is confirmed to have COVID-19 when that person was in their infectious period. Wearing a mask or cloth-face covering does not affect the definition for close contact.[1]

An "***infectious period"*** of a disease is the time during which an infected person is contagious and most likely to spread disease to others.

- ***For people with symptoms,*** *the infectious period begins 2 days before the person experiences symptoms and extends 10 days after the onset of symptoms, provided that there has been no fever for at least 24 hours without using fever-reducing medicines, and symptoms have resolved or improved.*
    - ***For people with "severe" COVID-19 illness –*** *those who have been hospitalized in an intensive care unit with or without mechanical ventilation* ***– or people with severe immunosuppression[2], the infectious period extends 20 days after the***

[1] Contact with a COVID-19 case in a healthcare setting where appropriate personal protective equipment (PPE) is worn is not considered a COVID-19 exposure. https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html

[2] Severe immunosuppression includes being on chemotherapy for cancer, untreated HIV infection with CD4 T

onset of symptoms.

- ***For people who never have symptoms,*** *the infectious period begins 2 days before their test specimen was collected and extends 10 days after the specimen collection date.*

The infectious period is closely related to when someone will be considered "recovered" from COVID-19 and can stop isolating. This date may not coincide with full recovery from symptoms or secondary effects of the infection.

Special quarantine requirements for residents of long-term care facilities

Due to the high risk of spread in long-term care facilities (LTCFs) which house some of our most vulnerable New Mexicans, the following residents must quarantine for 14 days when they enter a LTCF even if they have not had a known close contact with someone who tested positive for COVID-19:

- Newly admitted residents
- Residents who are readmitted to a LTCF facility after being hospitalized
- Residents who leave the facility to receive routine outpatient services (such as dialysis, chemotherapy, etc.)

When Should Close Contacts Be Tested?

Close contacts without symptoms are encouraged to get tested for COVID-19. In this case, testing should be performed no sooner than 3 days and ideally 7-10 days after the last date of exposure to someone who tested positive.

If testing is performed on close contacts without symptoms who will be released from quarantine to high-risk settings (e.g., general population of a corrections facility or long-term care facility), then testing should ideally be performed at the end of the quarantine period.

Note: Testing during the quarantine period does not end the quarantine period. The full quarantine period should be followed because a negative result does not mean that the contact will not become infectious later in their quarantine period.

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lymphocyte count <200, combined primary immunodeficiency disorder, and receipt of prednisone >20 mg/day for more than 14 days. Other factors, such as advanced age, diabetes mellitus, or end-stage renal disease, may pose a much lower degree of immunocompromise and not clearly affect decisions about infectiousness or duration of isolation.

Why Can Someone Recover from COVID-19 in 12 Days, but Someone who has been Exposed to COVID-19 has to Quarantine for 14 Days?

The reason isolation and quarantine have different time requirements is because there is a difference between how long someone is ***infectious*** and might spread the virus to others (12 days total) and ***the incubation period*** – how long it can take for the disease to appear after someone has had close contact with someone with COVID-19 (14 days). That is also the reason why case investigators go back 14 days from the date someone developed symptoms to determine how they may have become infected.

SECTION III

WHEN DOES SOMEONE RECOVER FROM COVID-19 AND STOP SELF-ISOLATION?

Because some people with COVID-19 experience symptoms and some do not, there are different ways for determining whether someone has recovered from COVID-19 and is no longer contagious.

The ***symptom-based method*** should be used when someone had COVID-19 symptoms, even if those symptoms develop after the person tests positive for COVID-19.

The ***time-based method*** should be used when someone never developed symptoms.

Ending Self-Isolation if You Had COVID-19 Symptoms

If you had symptoms but did not have severe illness or severe immunosuppression, you may end your self-isolation after:

- At least 1 day (24 hours) has passed without a fever (and without the use of fever-reducing medications) **and** your symptoms have improved; **AND**,
- At least 10 days have passed *since symptoms first appeared.*

- If you had severe COVID-19 illness – you were hospitalized in an intensive care unit with or without mechanical ventilation ("severe illness") – or have severe immunosuppression[3] you may end your self-isolation after:
- At least 1 day (24 hours) has passed without a fever (and without the use of fever-reducing medications) **and** your symptoms have improved; **AND**,

[3] Severe immunosuppression includes being on chemotherapy for cancer, untreated HIV infection with CD4 T lymphocyte count <200, combined primary immunodeficiency disorder, and receipt of prednisone >20 mg/day for more than 14 days. Other factors, such as advanced age, diabetes mellitus, or end-stage renal disease, may pose a much lower degree of immunocompromise and not clearly affect decisions about duration of isolation.

- At least 20 days have passed *since symptoms first appeared.*

Ending Self-Isolation if You Never Had Any COVID-19 Symptoms

If you tested positive for COVID-19 and ***never developed*** any symptoms, you can end your self-isolation ***10 days after the date your test specimen was collected that resulted in your positive test***.

If you have a severe immunocompromising[3] condition without symptoms, you should wait at least *20 days after the date your test specimen was collected that resulted in your positive test before ending your self-isolation.*

SECTION IV

COVID-19 IN THE WORKPLACE – RAPID RESPONSE, ISOLATION, QUARANTINE AND RETURN TO WORK

Some people – and many employers – have relied on negative tests to determine whether someone is no longer infectious and has recovered from COVID-19. *The test-based method is no longer recommended by CDC or NMDOH.* Some environments at higher risk of rapid spread and severe illness, such as long-term care facilities and correctional facilities, might implement more stringent requirements for the discontinuation of isolation, to include additional testing.

NMDOH does not recommend that employers or schools require employees or students to provide proof of a negative test before they may return to work or school after having been diagnosed with COVID-19.

Rapid Response: Protocols for Businesses Where a Positive Case is Identified

When a COVID-19 case is identified in a place of business or high-risk facility or population, the state of New Mexico initiates a "rapid response." Through this process, NMDOH or its designee (another department in state government) requires that businesses and facilities follow appropriate testing and infection control protocols to ensure that COVID-19 is contained and to limit additional risk to employees, residents, or the public. The policies outlined in this document form the basis for those requirements; however, in some populations or facilities, additional, more protective measures may be required. NMDOH or its designee will ensure that impacted businesses and facilities are notified of any additional requirements.

The New Mexico Environment Department (NMED) filed an emergency amendment on August 5, 2020 that requires employers to report positive COVID-19 cases in the workplace to the NMED Occupational Health and Safety Bureau within four hours of being notified of the case. Frequently, NMED does not learn of positive cases until after the employer is notified by the

positive employee, causing a delay in rapid response deployment. The requirement for employers to report positive COVID-19 cases among employees within four hours of being notified will allow NMED to respond more quickly and prevent spread among employees.

- Email: NMENV-OSHA@state.nm.us
- Phone: 505-476-8700
- Fax: 505-476-8734

Quarantine: Close Contact with a Confirmed COVID-19 Case in an Essential Business Setting

If a person has close contact with a confirmed COVID-19 case(s) during their infectious period in a workplace that is considered an essential business, as defined by the NMDOH public health order, the preference and best practice is to quarantine for 14 days from the last exposure to the case. A negative test result does not end the quarantine period.

If an essential business will be forced to cease operations due to the quarantine of close contacts, then close contacts of a case at an essential business may be allowed to return to work as long as they test negative following the exposure and are pre-screened for fever and symptoms daily, regularly monitored, wear a face mask, and maintain at least 6 feet distance from others while in the workplace. Such workers should maintain full quarantine outside of work during the quarantine period. Exemption from home quarantine must be approved by NMDOH or other state regulatory authority.

Quarantine: Close Contact with a Confirmed COVID-19 Case in a Non-Essential Business Setting

When a person has close contact with a confirmed COVID-19 case during the case's infectious period in a workplace considered a non-essential business, that person should quarantine for 14 days from the last exposure to the case regardless of a negative test result.

Quarantine: Close Contact with a Confirmed COVID-19 Case for Healthcare Personnel in a Healthcare Setting

Close contact in a healthcare setting where necessary personal protective equipment (PPE) is worn properly for droplet and/or aerosol precautions by a healthcare provider, as required for COVID-19, is NOT considered an exposure, and does not require quarantine.

In circumstances where close contact occurs with a confirmed COVID-19 case without necessary PPE properly worn, and quarantine of healthcare personnel would result in critical staffing shortages or inability to maintain essential healthcare services, healthcare personnel may be allowed to return to work during quarantine as long as they are pre-screened for fever and symptoms daily, regularly monitored, and wear at least a face mask at all times when additional

PPE is not required. If a healthcare entity determines that it will allow healthcare personnel to return to work following a close contact with a confirmed COVID-19 case, it must notify DOH each time it makes such a determination and provide the date of the known contact, the type of healthcare provider and when the quarantine period will end. ***Such workers should maintain full quarantine outside of work during the quarantine period.***

As set forth in New Mexico Executive Order 2020-056, ***this allowance for healthcare personnel to work during quarantine does not apply to vacation travel out-of-state and back.***

Quarantine: Laboratory Exposure to COVID-19

If laboratory staff are exposed to a specimen that is positive for COVID-19 (i.e., The vial containing the positive specimen breaks), then the laboratory staff should be treated as close contacts.

If the broken vial contained inactivating transport medium or an extracted specimen, then no quarantine is required because the virus is inactivated. If the broken vial contained live virus, then the laboratory staff must quarantine for 14 days after the date of the exposure.

SECTION V

ADDITIONAL GUIDANCE FOR HEALTH CARE PROVIDERS, NMDOH STAFF, CASE INVESTIGATORS AND CONTACT TRACERS

Identifying Contacts of a Confirmed COVID-19 Case

A list of close contacts of a confirmed COVID-19 case should be collected and notified starting 2 days prior to illness onset date if symptomatic or 2 days before the date of collection of the positive test result if asymptomatic through 10 days from symptom onset date or 10 days from specimen collection date in asymptomatic cases.

Determining Possible Exposures as a Source of Infection for a Confirmed COVID-19 Case

Case investigators should identify possible exposures that may have been the source of infection for a confirmed COVID-19 case. These exposures should be determined 14 days prior to illness onset date if symptomatic or 14 days before the date of collection of the positive test result if asymptomatic.

Recovered COVID-19 Cases and Close Contact

If a recovered COVID-19 case is identified as a close contact with another confirmed COVID-19 case <u>within</u> 3 months of their illness onset date (if symptomatic) or specimen collection date (if asymptomatic):

- The recovered COVID-19 case does not need to be quarantined or re-tested for SARS-CoV-2 (e.g., as part of a contact tracing investigation or workplace screening).

- If the recovered COVID-19 case becomes **symptomatic** during the 3 months after illness onset and a medical evaluation fails to identify a diagnosis other than COVID-19 infection (e.g., influenza), then the recovered case may warrant evaluation for SARS-CoV-2 reinfection by a healthcare provider in consultation with the New Mexico Department of Health.

If a recovered COVID-19 case is identified as a close contact of another confirmed COVID-19 case <u>3 months or more after</u> their illness onset date if symptomatic or specimen collection date if asymptomatic:

- The recovered COVID-19 case must self-quarantine for 14 days after the date of the last contact with the confirmed case.

Determine Recovery When a Case Cannot Be Reached to Confirm Recovery

NMDOH attempts to verify recovery of each COVID-19 case when they meet the criteria for no longer being infectious and discontinuation of self-isolation. When unable to verify directly with the case, the following procedure will be used to establish recovery.

- If a case is not hospitalized and no death certificate has been received for the case within 8 weeks of the symptom onset date if symptomatic or positive test specimen collection date if asymptomatic, then the case will be considered recovered.

Note: “Recovery” is a public health surveillance term that indicates that the case is no longer infectious. It may or may not coincide with full recovery from symptoms or secondary effects of the infection.

Associating Test Results to Symptoms

If you had a positive test specimen collected 10 days or less ***before*** you had symptoms or 10 days or less *after* you had symptoms, the symptom-based method will be used to determine the infectious period.

If your symptoms started 10 days or less ***before*** the date your test specimen was collected and

resulted in your positive test, then the symptom-based method will determine discontinuation of isolation. It is possible that by the time your positive test result is reported, you may have already completed your infectious period.

If your symptoms started 10 days or less ***after*** the date your test specimen was collected and resulted in your positive test, then the symptom-based method will be used to determine your infectious period and is based on your symptom onset date. Close contacts will be determined from 2 days before your symptom onset date. Isolation will be extended at least 10 days after your symptom onset date.

The Possibility of Reinfection

Reinfection with COVID-19 is presumed to be rare, but not sufficiently understood at this time to disregard.

Another positive diagnostic molecular test for COVID-19 (e.g., PCR) obtained 3 or more months after the initial illness onset date will be considered a new infection if the case recovered between positive test results.
If a recovered COVID-19 case becomes **symptomatic** during the 3 months since the illness onset date of their first infection and a medical evaluation fails to identify a diagnosis other than COVID-19 infection (e.g., influenza), then the recovered case may warrant evaluation for COVID-19 reinfection by a healthcare provider in consultation with the New Mexico Department of Health.

What if a Confirmed COVID-19 Case Tests Positive During or After Self-Isolation Period?

In instances where a person with confirmed COVID-19 re-tests positive during or within 3 months of initial illness onset date if symptomatic or initial specimen collection date if asymptomatic, NMDOH recommends the following to determine the completion of the symptom-based or time-based isolation period:

- If the case remains **asymptomatic** at the time of the new positive test, the result should be interpreted as non-infectious and not affect the determination established by the symptom- or time-based method for discontinuation of isolation.

- If the case became **symptomatic** at the time of the new positive test, and a medical evaluation fails to identify a diagnosis other than COVID-19 infection (e.g., influenza, seasonal allergies), then the person should restart the symptom-based method from the date of symptom onset for the last positive result and be evaluated for possible re-infection.

Recovery from COVID-19 disease is indicated and isolation is discontinued when all conditions of the symptom- or time-based methods for discontinuation of self-isolation are met.

If the conditions of the test-based method were used, which is no longer recommended, then the case will be considered recovered.

Serological Testing for Diagnosis of COVID-19

Severe symptoms of COVID-19 may be delayed due to the inflammation process that occurs during infection. It is possible that virus shedding may have stopped by the time of hospitalizations and a molecular diagnostic test result will be negative.

- For a hospitalized patient who presents with symptoms consistent with COVID-19, but without a positive test result and medical evaluation does not identify an alternative diagnosis (e.g., a different respiratory pathogen), a positive serology result will be considered "suspect" and the clinical care team should provide care accordingly.
    - NMDOH will not consider this patient infectious with COVID-19 based on the negative molecular test result.
    - "Suspect" COVID-19 cases are not included in the daily report of New Mexico COVID-19 cases.

SECTION VI

PUBLIC HEALTH ORDERS, MASS GATHERINGS, EDUCATION, BUSINESSES AND RECREATIONAL ACTIVITIES

This section of the Guide summarizes the current restrictions public health orders place on mass gatherings, a variety of businesses, and on various recreational activities during the public health emergency. This section will be updated when public health orders change.

Mass Gatherings

All mass gatherings are prohibited. Mass gathering is defined by any public gathering, private gathering, organized event, ceremony, parade, organized amateur contact sport, or other grouping that brings together more than ten (10) individuals in a single room or connected space, confined outdoor space or an open outdoor space. Indoor and outdoor parades are prohibited.

This does not include the presence more than ten (10) individuals where those individuals regularly reside. "Mass gathering" does not include individuals who are public officials or public employees in the course and scope of their employment.

Essential Businesses

Essential businesses may remain open and must comply with COVID-Safe Practices for Individuals and Employers, including any identified occupancy restrictions.

Essential businesses identified as a "retail space" may not exceed 25% of the maximum occupancy of any enclosed space on the business's premises, as determined by the relevant fire marshal or fire department.

Further, they may not allow a person who is without a mask or multilayer cloth face covering to enter the premises except where that person in in possession of a written exemption from a healthcare provider.

If customers are waiting outside of a business, the business must take reasonable measures to ensure that customers maintain a distance of at least 6 feet from other individuals and avoid person-to-person contact.

Non-Essential Businesses

Any business that is not identified as an "essential business", "close contact business", "food and drink establishment", "house of worship", "close-contact recreational facility", "outdoor recreational facility", or "place of lodging" may open provided that the total number of persons situated within the business does not exceed 25% of the maximum occupancy of any enclosed space on the business's premises, as determined by the relevant fire marshal or fire department. Non-Essential Businesses must comply with COVID-Safe Practices for Individuals and Employers, including any identified occupancy restrictions.

If customers are waiting outside of a business, the business must take reasonable measures to ensure that customers maintain a distance of at least 6 feet from other individuals and avoid person-to-person contact.

Food and Drink Establishments

Food and drink establishments may provide dine-in service, but they may not exceed more than 25% occupancy of the maximum occupancy in any enclosed space on the premises, as determined by the relevant fire marshal or fire department.

If the establishment chooses to provide indoor dining, they must ensure at least six feet of distance between tables. No more than six patrons may be seated at any single table. No bar or counter seating is permitted. Dine-in services shall be provided only to patrons who are seated at table, and patrons may not consume food or beverage while standing.

Food and drink establishments may also provide dine-in service only in outdoor seating areas up

to 75% occupancy, and must space tables at least six feet apart. Similarly, no more than six patrons may be seated at any single table. No bar or counter seating is permitted. Patrons must be seated in order to be served food or drink unless ordering food for carryout.

Food and drink establishments may provide carryout service, or delivery service if otherwise permitted by law.

If customers are waiting outside, the food and drink establishment must take reasonable measures to ensure that customers maintain a distance of at least 6 feet from other individuals and avoid person-to-person contact.

Expansion of outdoor service areas must be approved by the appropriate local government agency.

- If service includes a liquor licensed premises, complete an application for approval through the Alcohol and Beverages Control (ABC) Division, which can be found on their website
- The area must be open on at least three sides when in use for outdoor dining. Tent sidewalls may be added for security when the facility is not in use.
- Tents may be utilized if approved by the appropriate local government agency.
- Opening a garage door or all windows does not constitute an outdoor dining area.

Food and drink establishments may continue to operate carry out, indoor pickup, curbside and delivery services as long as these comply with COVID-Safe Practices for Individuals and Employers.

Bars

See Close-contact Recreational Facilities.

Houses of Worship

Houses of worship may hold services and other functions and may not exceed 40% of the maximum occupancy of any enclosed building as determined by fire code. Faith-based institutions may hold services outdoors if COVID-safe practices are used, or through audiovisual means.

Houses of worship means any church, synagogue, mosque, or other gathering space where persons congregate to exercise their religious beliefs

Close-contact businesses

Close-contact business" includes barbershops, hair salons, gyms, group fitness classes, tattoo parlors, nail salons, spas, massage parlors, esthetician clinics, tanning salons, guided raft tours, guided balloon tours, and personal training services.

Close-contact businesses may operate at up to 25% of the maximum occupancy of any enclosed space on the premises as determined by the fire code.

Bowling alleys may open for league play only and must adhere to occupancy restrictions and all applicable COVID-Safe Practices for Individuals and Employers including wearing masks.

Ice skating rinks may operate for athletic training and practice by reservation only.

Close-contact Recreational Facilities

Recreational facilities must remain closed.

Close-contact recreational facilities include indoor movie theaters, indoor museums with interactive displays or exhibits and other similar venues, bowling alleys, miniature golf, arcades, amusement parks, aquariums, casinos, concert venues, professional sports venues, event venues, bars, dance clubs, performance venues, go-kart courses, automobile racetracks, adult entertainment venues, and other places of recreation or entertainment.

Museums with static displays may operate at up to 25% of the maximum occupancy in any enclosed space on the premises, as determined by the relevant fire marshal or fire department.

A “bar” is defined as any business that generated more than half of its revenue from the sale of alcohol during the preceding fiscal year.

Casinos are considered close-contact recreational facilities. All casinos shall remain closed. This excludes casinos operating on Tribal lands.

Outdoor Recreational Facilities

Outdoor recreational facilities include outdoor golf courses, public swimming pools, outdoor tennis courts, summer youth programs, youth livestock shows, horseracing tracks, botanical gardens, outdoor zoos, and New Mexico state parks.

Golf courses may open. Restaurants associated with golf courses must follow the guidance for dine-in restaurants.

Public swimming pools are limited to the concurrent use of not more than ten (10) persons. Play and splash areas shall be closed.

Outdoor tennis facilities may open for outdoor use only.

Horse racing facilities may operate without spectators.

Summer youth programs, **youth livestock shows, botanical gardens**, **zoos, and New Mexico state parks** provided they comply with the pertinent COVID-Safe Practices for Individuals and Employers.

U-pick produce operations and corn mazes will be permitted to operate in accordance with COVID-19 Safe Practices for Agrotourism.

State parks are open to New Mexico residents only. Out-of-state visitors are restricted from entry. Visitors to the state parks must demonstrate proof of residency or will not be permitted entry. Proof of residency includes a valid NM license plate, NM driver's license or ID card, NM vehicle registration, federal document attesting to residency, or military identification.

The State Parks Division is directed to **extend the use of annual camping passes** that were purchased after March 2019 for a period determined by the State Parks Division related to the original expiration date due to closure of State Parks to camping. New Mexicans may overnight camp at most state parks in groups of no more than 10 and will be effective October 1, 2020.

Indoor Shopping Malls

Indoor shopping malls are permitted to operate provided that the total number of persons within the building at any given time does not exceed 25% of the maximum occupancy of the premises as determined by the fire code. Food courts must remain closed. Loitering is not permitted.

Drive-In Theaters

Drive-in theaters may remain open.

Places of Lodging

Places of lodging means all hotels, motels, RV parks, and short-term vacation rentals. For places of lodging which have completed the NM Safe Certified training offered at https://nmcertified.org may operate up to 75% of maximum occupancy. All other places of lodging shall not operate at more than 50% maximum occupancy.

Healthcare workers who are engaged in the provision of care to individuals utilizing lodging facilities for extended stays, temporary housing, or for quarantine or isolation purposes shall not be counted for purposes of determining maximum occupancy.

Animal Shelters and Animal-Care Facilities

Animal facilities that ensure the health and welfare of animals shall remain open but must perform tasks with the minimum number of employees necessary, for the minimum amount of time necessary, and adhere to all social distancing protocols.

Healthcare Supplies and Other Necessary Goods

Grocery stores and other retailers are directed to limit the sale of medications, durable medical equipment, baby formula, diapers, sanitary products, and hygiene products to 3 items per individual, or as listed by store management.

Private Educational Institutions

Private educational institutions serving children and young adults from pre-Kindergarten through 12th grade, including homeschools serving children who are not household members, shall adhere to the face covering and other COVID-Safe Practices requirements for in-person instruction described in the document "Reentry Guidance" published by New Mexico's Public Education Department, and as updated from time to time thereafter. This includes operating with a maximum occupancy of 25% of any individual enclosed indoor space, such as any classroom, with the occupancy restriction herein to govern in the event of any discrepancy with the "Reentry Guidance."

APPENDIX A

DEFINITIONS

Coronavirus Disease 2019 (COVID-19) 2020 Interim Case Definition, Approved April 5, 2020 can be found at CDC COVID-19 Case Definition

Close Contact

- Close contact is defined as an exposure of 3 minutes or longer within 6 feet of a confirmed COVID-19 case during the case's infectious period with or without a mask or cloth-face covering.
- Note: Contact with a COVID-19 case in a healthcare setting where appropriate personal protective equipment (PPE) is worn is not considered a COVID-19 exposure. https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-risk-assesment-hcp.html

Exposure (incubation) period

- Time between exposure to an infection and appearance of symptoms
- For a confirmed **symptomatic** COVID-19 case, the exposure period is 14 days prior to illness onset.
- For a confirmed **asymptomatic** COVID-19 case, the exposure period is 14 days prior to specimen collection date.
- For a contact of a confirmed COVID-19 case, the exposure period is the last date of close contact with the case. This date is used when determining the quarantine period.

Infectious period

- Time during which an infected person is contagious and most likely to spread disease to others.
- For a confirmed **symptomatic** COVID-19 case, the infectious period starts 2 days prior to the illness onset date and continues for 10 days after illness onset.
- For a confirmed **symptomatic** COVID-19 case with severe illness or severe immunosuppression, the infectious period is extended to 20 days after illness onset date.
- For a confirmed **asymptomatic** COVID-19 case, the infectious period starts 2 days prior to the specimen collection date and continues for 10 days after.

Isolation

- Isolation keeps someone who is sick or tested positive for COVID-19 without symptoms away from others, even in their own home. Persons with known infection have the highest risk of spreading infection to others and must be strict in their hygiene and separation from other people.

Quarantine

- Quarantine keeps someone who was in close contact with someone who has COVID-19 away from others. The period of monitoring for infection is the maximum incubation period for the infection, which is 14 days for COVID-19.

Recovery

- Recovery from COVID-19 disease is indicated and isolation is discontinued when all conditions of the symptom- or time-based methods for discontinuation of self-isolation are met.
- If the conditions of the test-based method were used, which is no longer recommended, then the case will be considered recovered.

Reinfection

- Reinfection with COVID-19 is presumed to be rare, but not sufficiently understood at this time to disregard.
- Another positive molecular test for COVID-19 (e.g., PCR) obtained 3 or more months after the initial illness onset date will be considered a new infection if the case recovered between positive test results.
- If a recovered COVID-19 case becomes **symptomatic** during the 3 months since the illness onset date of their first infection and a medical evaluation fails to identify a diagnosis other than COVID-19 infection (e.g., influenza), then the recovered case may warrant evaluation for COVID-19 reinfection by a healthcare provider in consultation with the New Mexico Department of Health.

SARS CoV-2

- Coronavirus that causes COVID-19 disease. For the purposes of this document, we have used the term COVID-19 to indicate either the virus or the disease.

Severe illness

- Severe illness is indicated by hospitalization in an intensive care unit with or without mechanical ventilation

Severe immunosuppression

- Severe immunosuppression includes being on chemotherapy for cancer, untreated HIV infection with CD4 T lymphocyte count <200, combined primary immunodeficiency disorder, and receipt of prednisone >20 mg/day for more than 14 days.
- Other factors, such as advanced age, diabetes mellitus, or end-stage renal disease, may pose a <u>much lower degree of immunocompromise</u> and not clearly affect decisions about duration of isolation.
- Ultimately, <u>the degree of immunocompromise for the patient is determined by the treating provider</u>, and preventive actions are tailored to each individual and situation.

Centers for Disease Control and Prevention
CDC 24/7: Saving Lives, Protecting People™

Coronavirus Disease 2019 (COVID-19)

Cleaning and Disinfection for Community Facilities

Interim Recommendations for U.S. Community Facilities with Suspected/Confirmed Coronavirus Disease 2019 (COVID-19)

Summary of Recent Changes

Revisions made on 4/1/2020:

- Added guidance on the timing of disinfection after a suspected/confirmed COVID-19 case

Revisions made on 3/26/2020:

- Updated guidance for cleaning and disinfection of soft (porous) surfaces
- Updated links to EPA-registered disinfectant list
- Added guidance for disinfection of electronics
- Updated core disinfection/cleaning guidance

Background

There is much to learn about the novel coronavirus (SARS-CoV-2) that causes coronavirus disease 2019 (COVID-19). Based on what is currently known about the virus and about similar coronaviruses that cause SARS and MERS, spread from person-to-person happens most frequently among close contacts (within about 6 feet). This type of transmission occurs via respiratory droplets, but disease transmission via infectious aerosols is currently uncertain. Transmission of SARS-CoV-2 to persons from surfaces contaminated with the virus has not been documented. Transmission of coronavirus in general occurs much more commonly through respiratory droplets than through fomites. Current evidence suggests that SARS-CoV-2 may remain viable for hours to days on surfaces made from a variety of materials. Cleaning of visibly dirty surfaces followed by disinfection is a best practice measure for prevention of COVID-19 and other viral respiratory illnesses in community settings.

It is unknown how long the air inside a room occupied by someone with confirmed COVID-19 remains potentially infectious. Facilities will need to consider factors such as the size of the room and the ventilation system design (including flowrate [air changes per hour] and location of supply and exhaust vents) when deciding how long to close off rooms or areas used by ill persons before beginning disinfection. Taking measures to improve ventilation in an area or room where someone was ill or suspected to be ill with COVID-19 will help shorten the time it takes respiratory droplets to be removed from the air.

Purpose

This guidance provides recommendations on the cleaning and disinfection of rooms or areas occupied by those with suspected or with confirmed COVID-19. It is aimed at limiting the survival of SARS-CoV-2 in key environments. These recommendations will be updated if additional information becomes available.

These guidelines are focused on community, non-healthcare facilities such as schools, institutions of higher education, offices, daycare centers, businesses, and community centers that do, and do not, house persons overnight. These guidelines are not meant for cleaning staff in healthcare facilities or repatriation sites, households, or for others for whom specific guidance already exists.

Definitions

- *Community facilities* such as schools, daycare centers, and businesses comprise most non-healthcare settings that are visited by the general public outside of a household.
- *Cleaning* refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.
- *Disinfecting* works by using chemicals, for example EPA-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection.

Cleaning and Disinfection After Persons Suspected/Confirmed to Have COVID-19 Have Been in the Facility

Timing and location of cleaning and disinfection of surfaces

- At a school, daycare center, office, or other facility that **does not house people overnight**:
  - Close off areas visited by the ill persons. Open outside doors and windows and use ventilating fans to increase air circulation in the area. Wait 24 hours or as long as practical before beginning cleaning and disinfection.
  - **Cleaning staff should clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment (like tablets, touch screens, keyboards, remote controls, and ATM machines) used by the ill persons**, focusing especially on frequently touched surfaces**.**
- At a facility that **does house people overnight**:
  - Follow Interim Guidance for US Institutions of Higher Education on working with state and local health officials to isolate ill persons and provide temporary housing as needed.
  - Close off areas visited by the ill persons. Open outside doors and windows and use ventilating fans to increase air circulation in the area. Wait 24 hours or as long as practical before beginning cleaning and disinfection.
  - In areas where ill persons are being housed in isolation, follow Interim Guidance for Environmental Cleaning and Disinfection for U.S. Households with Suspected or Confirmed Coronavirus Disease 2019. This includes **focusing on cleaning and disinfecting common areas where staff/others providing services may come into contact with ill persons but reducing cleaning and disinfection of bedrooms/bathrooms used by ill persons to as-needed.**

  - In areas where ill persons have visited or used, continue routine cleaning and disinfection as in this guidance.
- If it has been more than 7 days since the person with suspected/confirmed COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary.

How to Clean and Disinfect

Hard (Non-porous) Surfaces

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
  - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available here . Follow the manufacturer's instructions for all cleaning and disinfection products for concentration, application method and contact time, etc.
  - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted. Bleach solutions will be effective for disinfection up to 24 hours.
    - Prepare a bleach solution by mixing:
      - 5 tablespoons (1/3 cup) bleach per gallon of water or
      - 4 teaspoons bleach per quart of water

Soft (Porous) Surfaces

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
  - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.
    - Otherwise, use products that are EPA-approved for use against the virus that causes COVID-19 and that are suitable for porous surfaces

Electronics

- For electronics such as tablets, touch screens, keyboards, remote controls, and ATM machines, remove visible contamination if present.
  - Follow the manufacturer's instructions for all cleaning and disinfection products.
  - Consider use of wipeable covers for electronics.
  - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

Linens, Clothing, and Other Items That Go in the Laundry

- In order to minimize the possibility of dispersing virus through the air, do not shake dirty laundry.

- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.

Personal Protective Equipment (PPE) and Hand Hygiene

- **The risk of exposure to cleaning staff is inherently low. Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash**.
  - Gloves and gowns should be compatible with the disinfectant products being used.
  - Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
  - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to **clean hands** after removing gloves.
  - If gowns are not available, coveralls, aprons or work uniforms can be worn during cleaning and disinfecting. Reusable (washable) clothing should be laundered afterwards. Clean hands after handling dirty laundry.
- Gloves should be removed after cleaning a room or area occupied by ill persons. Clean hands immediately after gloves are removed.
- Cleaning staff should immediately report breaches in PPE such as a tear in gloves or any other potential exposures to their supervisor.
- **Cleaning staff and others should clean hands often**, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Follow normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.
  - Additional key times to clean hands include:
    - After blowing one's nose, coughing, or sneezing.
    - After using the restroom.
    - Before eating or preparing food.
    - After contact with animals or pets.
    - Before and after providing routine care for another person who needs assistance such as a child.

Additional Considerations for Employers

- Employers should work with their local and state health departments to ensure appropriate local protocols and guidelines, such as updated/additional guidance for cleaning and disinfection, are followed, including for identification of new potential cases of COVID-19.
- Employers should educate staff and workers performing cleaning, laundry, and trash pick-up activities to recognize the symptoms of COVID-19 and provide instructions on what to do if they develop symptoms within 14 days after their last possible exposure to the virus. At a minimum, any staff should immediately notify their supervisor and the

local health department if they develop symptoms of COVID-19. The health department will provide guidance on what actions need to be taken.

- Employers should develop policies for worker protection and provide training to all cleaning staff on site prior to providing cleaning tasks. Training should include when to use PPE, what PPE is necessary, how to properly don (put on), use, and doff (take off) PPE, and how to properly dispose of PPE.
- Employers must ensure workers are trained on the hazards of the cleaning chemicals used in the workplace in accordance with OSHA's Hazard Communication standard (29 CFR 1910.1200).
- Employers must comply with OSHA's standards on Bloodborne Pathogens (29 CFR 1910.1030), including proper disposal of regulated waste, and PPE (29 CFR 1910.132).

Additional Resources

- OSHA COVID-19 Website
- CDC Home Care Guidance
- CDC COVID-19 Environmental Cleaning and Disinfection Guidance for Households
- CDC Home Care Guidance for People with Pets
- Find Answers to Common Cleaning and Disinfection Questions
- EPA's 6 Steps for Safe and Effective Disinfectant Use

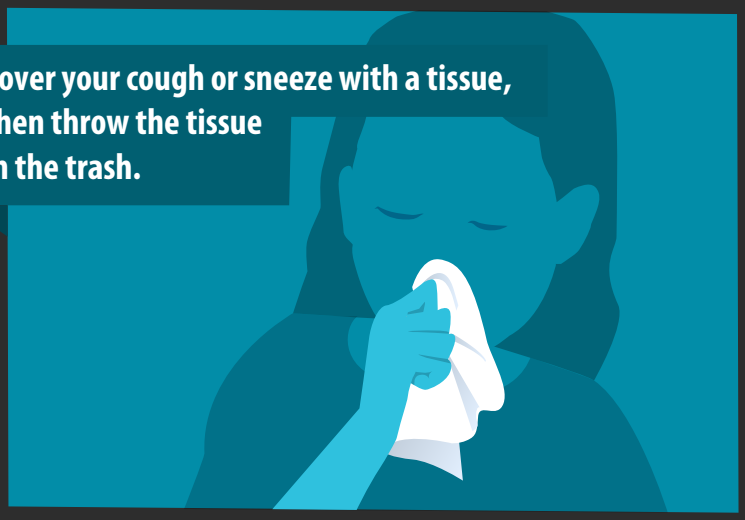
Page last reviewed: May 7, 2020
Content source: National Center for Immunization and Respiratory Diseases (NCIRD), Division of Viral Diseases

Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.

Avoid close contact with people who are sick.

Cover your cough or sneeze with a tissue, then throw the tissue in the trash.



Avoid touching your eyes, nose, and mouth.

When in public, wear a cloth face covering over your nose and mouth.

Clean and disinfect frequently touched objects and surfaces.

Stay home when you are sick, except to get medical care.

Wash your hands often with soap and water for at least 20 seconds.

DEPARTMENT OF HEALTH & HUMAN SERVICES · USA

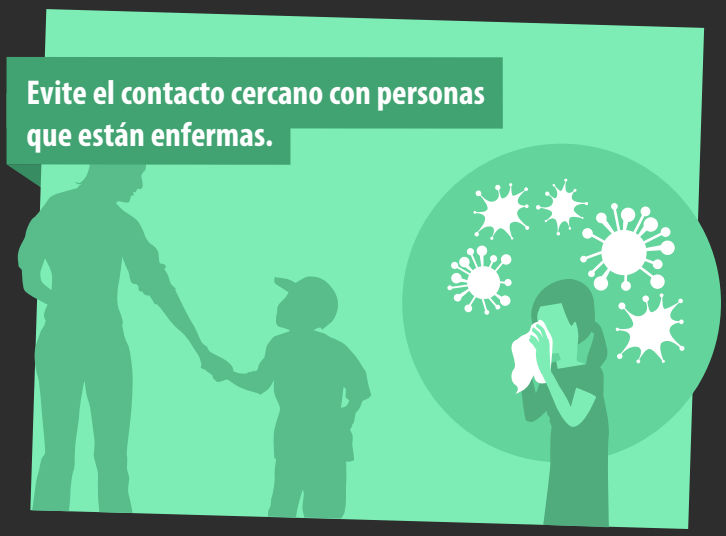
CDC

cdc.gov/coronavirus

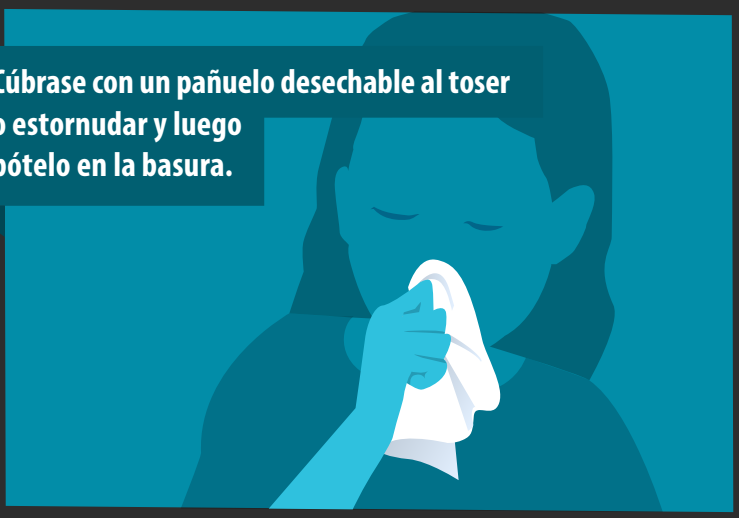
316351-A April 7, 2020 9:58 AM

Detenga la propagación de gérmenes

Ayude a prevenir la transmisión de enfermedades respiratorias como el COVID-19



Evite el contacto cercano con personas que están enfermas.



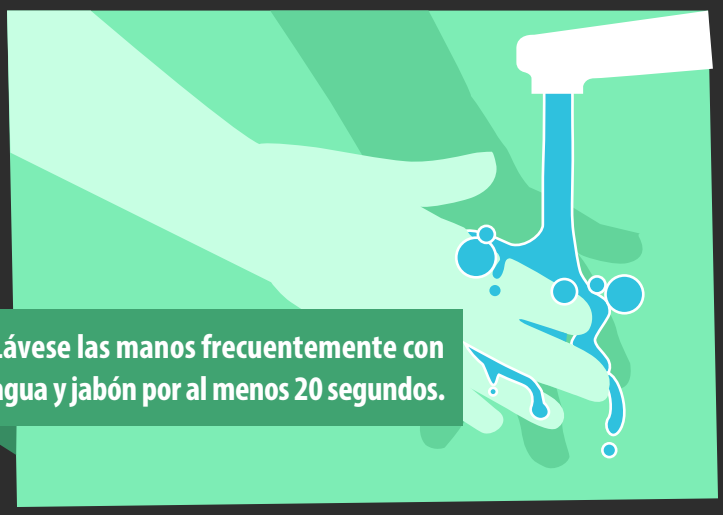
Cúbrase con un pañuelo desechable al toser o estornudar y luego bótelo en la basura.

Evite tocarse los ojos, la nariz o la boca.

Cuando esté en un lugar público, use una cubierta de tela para la cara sobre su nariz y boca.

Limpie y desinfecte los objetos y superficies de contacto frecuente.

Quédese en casa cuando esté enfermo, excepto para recibir atención médica.



Lávese las manos frecuentemente con agua y jabón por al menos 20 segundos.

cdc.gov/coronavirus

MP 316351-A 7 de abril de 2020, 9:58 a. m.